



Thessaloniki Port Authority S.A
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S.A R.N 42807/06/B/99/30
G.C.R.N : 58231004000

PROCUREMENT DEPARTMENT

Thessaloniki, 27th June 2018
Ref.No.: 5896/27.6.2018

INVITATION FOR BID

For the assignment, of the management of the receipt and delivery of full reefer containers from and to vessels or from and to trucks

Thessaloniki Port Authority (ThPA SA) conducts a Request for Proposal for the assignment, of the management of the receipt and delivery of full reefer containers from and to vessels or from and to trucks.

Statistics: Number of Import reefer containers handled in 2017: 8.419. The average dwell time for these reefers was 36 hours. Number of Export Reefer containers in 2017: 6054, 1016 of which stood in the reefer yard of ThPA sa.

In 2017, 90% of the export were directly delivered to the ship. ThPA intends to implement a classic scheme as from 1st semester of 2019, where all exports container will transit through the yard.

ThPA wishes to include the reefer management inside the services provided by ThPA as per the standard of the industry.

1. Scope

ThPA looks for an experienced contractor to manage the reefers on the container terminal (plug-in / plug out)

2. Award Criteria

Bids will be evaluated, according to the following criteria:

- Experience and expertise in the reefer business
- Offered price
- Experience inside Port of Thessaloniki / Greek Ports

The assignment may be done to more than one companies.

3. Obligations of contractor

The contractor is responsible 365 days/ year 24h/24 of the following:

- a) Receipt and delivery of full reefer containers from and to vessels or from and to trucks.
- b) Inspection every twelve (12) hours of temperature, humidity levels and ventilation indications. He shall record the data, and the time of the inspection.
- c) He shall promptly notify by email and by phone in case there is more than 1 degree difference
- d) The inspection and proper functioning of the reefer engine for every container.
- e) The proper communication and planification with shippers, Shipping lines agents and ThPA
- f) Plug and unplug (every time it is required, including shifting), without affecting the productivity of ThPA Straddle Carriers or trucks. He shall make sure that the unplug is made before the arrival of the SC and shall check that the container is leaving the slot.
- g) He shall comply with the requirements in place for the special cargo procedures (kiwi for instance)
- h) Genset handling: the Contractor shall handle, when required the genset (powerpack from reefers) from truck to floor and / or from floor to truck. The small stacker and the fuel will be provided by ThPA.
- i) The maintenance or repair of the plugs (tables) of the port. Major repair will be made before the start of contract.
- j) The contractor will be responsible and liable in case of electricity interruption caused from any reasons for any container.
- k) To inspect the proper functioning of the reefers two (2) times per day (every 12 hours) and promptly inform in case of malfunction of a reefer.
- l) His personnel must always comply with safety regulation of the port and wear PPE (helmets, jackets, safety shoes).
- m) The contractor shall maintain a sufficient insurance to cover its liability in case of damage to client cargo. The covered amount shall be minimum 20.000€ multiplied by the number of containers at any time.
- n) Throughout the duration of the contract, the Contractor is required to possess valid insurance policies not lower than 500.000€ for the following covers:
 - a. General third-party liability insurance against bodily harm and material damage
 - b. Employer liability insurance

Under request, ThPA can ask the assignment of the benefit of the insurance contract, and the Contractor shall promptly execute it.

4. Responsibility:

- a) The contractor is responsible of any damage to the reefers / cargo inside the reefer, which would result from a bad monitoring or absence/delay of plug-in / except if the damage results from the incapacity of ThPA to supply the power for the reefers (general shortage) in spite of proper notification by the Contractor.
- b) Continuous Improvement Process: The contractor will endeavor to improve the service for the benefit of the clients and for the Container Terminal efficiency purposes. He will make his best efforts to improve or participate to improvement.
- c) Reporting: the contractor will prepare a monthly report which will include work performed, statistics, proposal for improvement, plugs safety report. He shall also make any reporting requested by ThPA at any time. Any big issue shall also be reported immediately.
- d) Tablets, IT equipment and any equipment lent by ThPA: this equipment falls under the responsibility of the Contractor, who becomes liable for this equipment.
- e) To have the adequate number of trained employees, specialized on the execution of the operations described above.

Note: In case containers are abandoned, ThPA cannot collect the revenue, the contractor will renounce to the remuneration of the abandoned container, while ThPA will suffer with the electricity cost (pain sharing).

5. DURATION

The duration of service provision shall be set to one (1) year with automatic renewal with a termination clause, which can be triggered at any time within three (3) months' notice by THPA and six (6) months' notice by the contractor.

In case of gross negligence or willful misconduct, ThPA can terminate with 15 days' notice.

6. Payment Terms

The payment of the contractor will be calculated per container per half day (12 hours period) and the payoff will be done the 15th of the following month once ThPA has invoiced the final client.

7. Content of the bid

Bids must include:

- price per day (24 hours period) per container
- Validity of the bid: 120 days
- Evidence of previous performance of relevant works by the Participant
- Last financial statements
- A certificate of incorporation or registration

- TAX Number certificate
- The contacts of the Company and his representatives

Bidder shall include also sign a submission letter with the representations and warranties as follows, which are binding for the Bidder:

- The proposal is signed by a duly authorized representative of your company, and any corporate approval has been obtained before.
- That all information provided are true and fair and reflect reliable information about the services and the bidder.
- That the company is in good financial health, has the capacity to deliver the equipment ordered and doesn't anticipate any major issue, which could affect the quality or the timing.
- That the Bidder commits to strictly follow the rules of ethics in force in Europe and in Greece. Bidder commits to notify the Company of any deviation to the good practices of ethics.
- That the bidder renounce to any recourse to THPA for the tender process. THPA reserves the right to modify or to cancel the tender process without having to give any justification and without bearing any liabilities against the bidders.

8. Timeline:

- Request for clarifications: until 10th of July. Answers will be shared amongst candidates.
- Submission deadline: 23rd of July, 8 PM, Thessaloniki time.
- Expected start of the Service: 17th of September.

9. Performance guarantee

The signing of the contract requires the provision of a performance guarantee amounting to 10.000€, which is deposited before or during the signing of the contract. It can be, at the discretion of the contractor, a cash deposit or a bank guarantee in a form acceptable to ThPA. The performance guarantee shall be forfeited in the event of a breach of the terms of the contract.

Interested suppliers may submit bids, in Greek or English, until 23rd of July 2018 the latest by email to: cathanasiou@thpa.gr, cc: mriondel@thpa.gr

Chief Executive Officer and Chairman of the Board

Sotirios Theofanis