



Date: 21/05/2015
Our reference: STC/15/L02

To: ALMERFAK COMPANY
Attention: Mr. Nor Eldin ELWAER - Operation Manager

Subject: Invitation to Bid

Dear Sirs,

MABRUK OIL OPERATIONS, its **Special Tender Committee "STC"** invites you to bid on the following Call for Tender "CFT";

**CFT/LOG/366/2015/AJF - ANCHOR HANDLING & TOWING
"AHT" TUG BOAT CHARTER SERVICES – AL JURF FIELD**

Enclosed you will find one copy of the Tender Documents for your analysis and estimation taking in your consideration the following conditions:

1. The submission of the Bid Proposals (offer) delivered by hand or may be mailed to the following address, but it should be received at our STC office in Dhat El Imad Towers Complex, Tripoli, Libya not later than **Monday, 15/06/2015 at 12h00 Tripoli, Libya local time**, designated as the Closing Date otherwise it will be rejected.

MABRUK OIL OPERATIONS
Dhat El Imad Towers Complex
Tower 2, Floor 15
P.O. BOX 91171
TRIPOLI, LIBYA

Special Tender Committee "STC"
Attention: Mr. Abdussalam SELENI - Chairman of the STC
Email: abdussalam.seleni@mabruk-oil.com

2. Your Bid Proposal should include your Bid Price and the duration of the Services, according to the Instructions to Tenderers "ITT". Your bid should be signed by your authorized representative(s). The name of the signatory to be typed below his signature. The authorized company representative signing for and on behalf of his company must possess a notarized and authenticated valid Power of Attorney.
3. It should be noted that the required **BID BOND** for this CFT is waived.
4. Ten-percent (10%) of Contract Price will kept as **RETENTION MONEY** to be deducted from each monthly invoice for the substitution of Performance Bank Guarantee
4. The validity of such offer is sixty (60) days from the designated Closing Date.
5. A Bidder (whether or not he submits his offer) shall treat the details of the Bid Documents, as private and confidential. He should also return all bid documents including its attachment unmarked to **MABRUK OIL OPERATIONS**. He should also return all CFT document unmarked to **MABRUK OIL OPERATIONS** if he declines from bidding.



6. The Bid Proposal must be prepared and submitted by the Bidder in three (3) separate parts (packages) as follows;
 - 6.1 Volume 1 - Commercial Proposal
 - 6.2 Volume 2 - Technical Proposal
 - 6.3 Volume 3 - Contractual Proposal
- Each Volume packages of the above Bid proposals must be submitted in one original plus one copy placed in a separate sealed and clearly labeled/marked envelop, then all the above three (3) packages are placed into one large sealed and clearly labeled/marked envelop or Box.
7. The Bidder must prepare his Bid Proposals in three (3) separate parts/packages, each volume must be kept in separate binder (or any form of folder and/or box file) clearly labeled and marked with dividers clearly labeled furnished according to ITT requirements in professional manner.
8. The Bid Proposals most favorable to **MABRUK OIL OPERATIONS** will be selected. However, Company reserves the right not to accept the lowest Bid and to reject any Bid without any reason whatsoever.
9. **MABRUK OIL OPERATIONS** will notify the **SUCCESSFUL BIDDER** by Fax stating award of **CONTRACT**, the **SUCCESSFUL BIDDER** must reply within seven (7) days from such notification in order to sign the **CONTRACT** jointly. Failure to do so will result to withdraw the award and the successful Bidder will not be invited for future CFT.
10. **It is mandatory that a Bidder is requested to confirm his INTENTION TO BID or NOT, within three (3) days of receipt of the Call for Tender Documents.**

Yours faithfully,

Mr. Abdussalam SELENI

Chairman of the Special Tender Committee

Enclosure:

- 1) Announcement
- 2) Instruction to Bidders
- 3) Special instruction
- 4) Form of Contract Agreement
- 5) Acknowledgement receipt