

## TENDER INVITATION

1. Bids are invited from ship chandling agents for providing logistics services and provisions to one Indian Navy Ship visiting Yokosuka & Sasebo (Japan) in Oct 2025. The Bidding Agencies are required to submit Technical and Financial Bids in two separate sealed envelopes with clear indication and then both are to be placed in one sealed envelope superscripting the Title, RFP No. and Due Date of Opening. For details of Technical Evaluation criteria and Ship Logistic Services required visit: [www.indembassy-tokyo.gov.in/eoityo list/MW..](http://www.indembassy-tokyo.gov.in/eoityo_list/MW..)

2. The Bids are to be forwarded to Embassy of India, Defence Wing, Tokyo, Japan, by Registered Post/Deposition in Tender Box kept at Embassy of India (Tokyo) Reception Desk to reach latest by **1100 hrs** on **14 Oct 2025** at the following address.

**Defence Attaché, Defence Wing,  
Embassy of India  
Address: 2-2-11,  
Kudan Minami  
Chiyoda-ku  
Tokyo 102-0074  
Tele - 03-3262-9254 (501)  
Fax - 03-3262-9254**

3. The Technical Bids will be opened on **15 Oct 2025** at **1100 Hrs** and Financial Bids will be opened on **15 Oct 25** at **1500 hours**. The Bids received after due date will not be considered. The Financial Bids of only those applicants who qualify in the Technical Bid evaluation would be considered for Financial Bid opening.



  
**(Majeesh Mathew)**  
**Captain (IN)**  
**Defence Attaché**  
**Embassy of India, Tokyo**  
22 Sept 2025

**REQUEST FOR PROPOSAL**  
**EMBASSY OF INDIA, TOKYO, JAPAN**

**Invitation of Bids for Provision of Logistic Services to**  
**Indian Navy Ship visiting Yokosuka & Sasebo (Japan)**

**Request for Proposal (RFP)**  
**No. DA/316/Visit Dated 22 Sep 2025**  
**RFP for Indian/Foreign Vendors**

1. The Technical and Financial Bids in sealed cover are invited for Provision of Ship Logistic Services to the visiting one Indian Navy ship to **Yokosuka & Sasebo (Japan)** in **Oct 2025** as per items listed in Part II of this RFP. Please superscribe the above mentioned **Title, RFP Number** and **Date of Opening** of the Bids on the sealed cover to avoid the Bid being declared invalid.

2. The contact details for sending Bids or seeking clarifications regarding this RFP are given below:-

(a) Bids/queries to be addressed to: Defence Attaché, Embassy of India (Tokyo), Japan.

(b) Postal address for sending the Bids:

Defence Wing  
Embassy of India  
2-2-11 Kudan Minami  
Chiyoda-Ku,  
Tokyo 102-0074  
Japan

(c) Name/Designation of the contact personnel:

**Captain Majeesh Mathew, Defence Attaché**

(d) Telephone numbers of the contact personnel:

**81-3-3262-9254 (501)**  
**81-3-3262-2391 to 97 (501)**

(e) E-mail ID of Defence Wing, Eol, Tokyo:

**da.tokyo@mea.gov.in**

(f) Fax number: **81-3-3262-9254**

3. This RFP is being issued with no financial commitment and the **Client** reserves the right to change or vary any part thereof at any stage. **Client** also reserves the right to withdraw the RFP, should it become necessary at any stage.

## **Part I – General Information**

4. **Method of Depositing the Bids.** The Sealed Bids should be either dropped in the Tender Box marked as **TENDER BOX** kept at **Reception, Embassy of India, Tokyo** or sent by **Registered Post** at the address given below so as to reach by the due date and time. Late tenders will not be considered. No responsibility will be taken for postal delays or non-delivery/ non-receipt of Bid documents. Bids sent by FAX or e-mail will not be considered. **In case of any clarification, please contact at the following address for assistance:-**

**The Defence Attaché  
Embassy of India  
2-2-11 Kudan Minami  
Chiyoda-Ku,  
Tokyo, Japan 102-0074  
Tele : 81-3-3262-9254 (501)**

5. **Last Date and Time for Depositing the Bids.** The Last Date and Time for receipt of Tender Bids is **14 Oct 2025 by 1100 hrs.** The Bids **both Technical and Financial** should be sealed separately with clear indication and then both are to be put in one sealed envelope superscripting the **Title, RFP number** and due **Date of Opening** and deposited in the Tender Box / or sent by Registered Post to reach by the due date and time. The responsibility to ensure this lies with the Bidder. **The Format of Technical Bid is placed at Enclosure 1 and Financial Bids are placed at Enclosure 2, 3, 4, & 5.**

6. **Forwarding of Bids.** Bids should be forwarded by Bidders under their original memo / letter pad with complete postal & e-mail address of their office.

7. **Clarification Regarding Contents of the RFP.** A prospective bidder who requires clarification regarding the contents of the bidding documents shall notify to the client in writing about the clarifications sought not later than 7 (seven) days prior to the date of opening of the Bids.

8. **Receipt of Bids.** Only those Bids that are found in the Tender Box or delivered by Registered Post/Courier will be opened. The Tender box is located at the Reception Desk, Embassy of India, Tokyo.

9. **Withdrawal of Bids.** A bidder may withdraw his bid after submission if the client receives the written notice of withdrawal prior to deadline prescribed for submission of bids. A withdrawal notice may be sent by fax but a signed confirmation copy to be sent by post should follow it and such signed confirmation should reach the Client not later than the deadline for submission of bids. No bid shall be modified after the submission of bids. No bid may be withdrawn in the interval between the deadline for submission of bids and expiration of the period of bid validity specified.

10. **Time and date opening of Bids.** Technical Bids shall be opened at **1100 Hrs on 15 Oct 2025.** **The Financial Bids of Technically Qualified Bids shall be opened at 1500 Hrs on 15 Oct 2025**(If due to any exigency or the due date for opening of the Bids is declared a closed holiday, the Bids will be opened on the next working day at the same time or on any other day/ time, as intimated by the Client).

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11. **Place of Opening of the Bids**. The Bids shall be opened in Embassy of India in the presence of Board of Officers. The Bidders **may** depute their representative, duly authorized in writing, to attend the Opening of Bids on the due date and time. This event will **not** be postponed due to non-presence of representatives.

12. **Clarification Regarding Contents of the Bids**. During evaluation and comparison of bids, the Client may, at his discretion, ask the bidder for clarification of his bid. The request for clarification will be given in writing and no change in prices or substance of the bid will be sought, offered or permitted. No post-bid clarification on the initiative of the bidder will be entertained.

13. **Rejection of Bids**. Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection of the Tenders.

14. **Validity of Bids**. The Bids should remain valid till **180 Days** from the last date of submission of the Bids.

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**Part II : Essential Details- Technical Bid**

15. **Pre-qualification Requirements.** The reputation, capacity and credibility shall be evaluated before finalizing the Bid and signing of contract with the **Company**. The **Company** should have adequate experience in providing **Ship Chandelling Services** in the past and **must provide the following documents as a part of the bid:-**

- (a) Detailed profile including available technical expertise.
- (b) Past experience of executing similar types of **Ship Chandelling Services** to Govt establishments/ Indian missions / other Japanese Governmental Organisations and establishments.
- (c) Details of the financial background of the Company.

16. **Technical Capability Criteria**

- (a) The Bidder must be a registered Company/firm/agency with the Port Authorities in Tokyo (Japan), (Proof of registration to be provided). The details of the Company/Agency to be submitted alongwith the company brochure.
- (b) Should be able to provide **Ship Chandelling services at Yokosuka & Sasebo (Japan).**
- (c) Experience in providing Ship Chandling Services to Warships (to include Sail Ship, Warships, Submarines and Aircraft Carrier).
- (d) Provide details of the countries to which ship chandling services being provided currently with details of number and type of ships handled in last three years.
- (e) Adequate and well trained manpower for providing ship chandling services to handle minimum two or more ships at one time.
- (f) Should have its own /arrange to provide ship chandling equipment and preferably located at the ports/in near vicinity.
- (g) Should have own /arrange to provide transport and miscellaneous logistics requirements to be provided during the ship visit.
- (h) Should be able to sign contract with the Indian Embassy for providing the Ship Logistics Services being offered.
- (j) Financially capable to do advance payments for all arrangements including fuel and logistics and subsequently raise the invoices for settlement with Embassy of India (Tokyo).
- (k) In addition, the company/ agency should also be able to provide under mentioned additional services in case of requirement:-
  - (i) Repairs of Mechanical/ Electronic equipment onboard.
  - (ii) Collection/dispatch of spare parts ex India from the Customs in Japan on behalf of the Embassy of India/Ship.



- (iii) Obtaining VISAs and clearances from customs to facilitate arrival / departure of personnel onboard.
  - (iv) Administrative arrangements to organise reception events on board the ship.
  - (v) Printing of invitations cards.
  - (vi) Arrangement of Interpreters.
  - (vii) Medical assistance as per requirement.
  - (viii) Liaisoning with civil/ military authorities for movement of personnel to and from the ships berth including permissions.
- (m) Besides the above, additional services the company/agency can provide from their side will be given due consideration.
- (n) The Format of Technical Bid is placed at **Enclosure 1**.



**Part III : Essential Details Financial Bid**

17. **Scope of Work.** The scope of work is as follows:-

(a) The Consolidated list of services required to be provided to the visiting Indian Naval Ship is placed at **Enclosure 2, 3, 4 & 5** respectively. **All items in the enclosure are to be quoted in Japanese Yen indicating clearly the unit cost (i.e. per hour/per kg/per cubic metre/per ton etc).**

(b) The ship chandling agency should provide all services to **Indian Naval Ship visiting Yokosuka & Sasebo (Japan)** timely and deal with all port formalities in accordance with port authority regulations during Arrival and Departure of ship.

(c) **The ship chandling agency should provide necessary assistance for customs and immigration clearance to Indian Naval Ship and their crew in port at Yokosuka .**

(d) The ship chandling agency should provide cost for each of the services indicated at **Enclosure 2, 3, 4 & 5**. The final cost will be calculated as per the usage for each individual service by the Indian Navy ship.

(e) The Agency Fee will be the fee agreed upon in the Financial Offer.

(f) The payment guarantor to all the services availed by the **Indian Navy Ship** will be Embassy of India, Tokyo.

(g) The ship chandling agency has to obtain from the Commanding Officer of the **Indian Navy Ship**, in written form, duly signed in all the Invoices and the Delivery Acceptance Act for all the supplied services by the Company.

(h) The logistic services provided to **Indian Navy Ship** and the terms and conditions agreed upon are confidential and should not be disclosed to any third party without the consent of the "Principal".

(j) The legal address and the bank details of the ship handling agency are to be quoted clearly in the Financial Offer.

(k) **Supply of Fuel (LSHSD).** *Indian Naval ship is to be supplied with Low Sulphur High Flash High Speed Diesel with sulphur content less than 0.2% by weight and anti-freeze additives.* The ship handler should indicate in the financial bid that they will be able to supply the fuel (LSHSD) as per Bureau of Indian Standards (BIS) specification "**IS 1460-2005**" or as per GOST-305-82.

(l) **Transportation.** The complete responsibility of safe movement of the ship's crew into and out of the port premises during the period of ship's stay at **Yokosuka & Sasebo (Japan)** will lie with the ship chandling agency. All receipts for toll / parking charges etc will also be forwarded alongwith the invoice.

(m) **Inspection/ Acceptance/ Rejection.** The Commanding Officer of Indian Navy Ship being the end user, will be the final inspecting authority and will have all rights to reject the services if found unsuitable/ different from the initially agreed upon between the Principal and the Ship chandling agency.

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(n) **Delivery period.** The tentative ETA of **Indian Navy Ship** (Place and Date/Duration) will be intimated. Any change in ship's programme will be intimated by the Principal without any delay. **All services contracted should be provided during the period of the ship's stay.**

18. The detailed anticipated category of Ship Logistic Requirements are placed at enclosures as follows:-

<b>Ser No.</b>	<b>Enclosure No.</b>	<b>Description</b>
(a)	Enclosure 2	Scope of work/services for the tender invited for Providing logistic services to the visiting Indian Navy Ship to <b>Yokosuka, Japan in Oct 2025</b>
(b)	Enclosure 3	Scope of work/services for the tender invited for Providing logistic services to the visiting Indian Navy Ship to <b>Sasebo, Japan in Oct 2025</b>
(c)	Enclosure 4	Tentative list of provisions for Indian Navy ship at <b>Yokosuka, Japan in Oct 2025</b>
(d)	Enclosure 5	Tentative list of provisions for Indian Navy ship at <b>Sasebo, Japan in Oct 2025</b>

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#### **Part IV – Standard Conditions of RFP**

19. The Bidder is required to give confirmation of his acceptance of the Standard Conditions of the Request for Proposal mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Company in the Contract) as selected by the Client. Failure to do so may result in rejection of the Bid submitted by the Bidder.

20. **Effective Date of the Contract.** The contract shall come into effect on the date of signatures of both the parties on the contract (Effective Date) and shall remain valid until the completion of the obligations of the parties under the contract.

21. **Arbitration.** All disputes or differences arising out of or in connection with the Contract shall be settled by bilateral discussions. Any dispute, disagreement or question arising out of or relating to the Contract or relating to performance, which cannot be settled amicably, may be resolved through arbitration.

22. **Penalty for use of Undue influence.** The Company undertakes that he has not given, offered or promised to give, directly or indirectly, any gift, consideration, reward, commission, fees, brokerage or inducement to any person in service of the Client or otherwise in procuring the Contracts or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of the present Contract or any other Contract with the Government of India for showing or forbearing to show favour or disfavour to any person in relation to the present Contract or any other Contract with the Government of India. Any breach of the aforesaid undertaking by the Company or any one employed by him or acting on his behalf (whether with or without the knowledge of the Seller) or the commission of any offers by the Company or anyone employed by him or acting on his behalf, as defined in Chapter IX of the Indian Penal Code, 1860 or the Prevention of Corruption Act, 1986 or any other Act enacted for the prevention of corruption shall entitle the Client to cancel the contract and all or any other contracts with the Company and recover from the Company the amount of any loss arising from such cancellation. A decision of the Client or his nominee to the effect that a breach of the undertaking had been committed shall be final and binding on the Company. Giving or offering of any gift, bribe or inducement or any attempt at any such act on behalf of the Company towards any officer/employee of the Client or to any other person in a position to influence any officer/employee of the Client for showing any favour in relation to this or any other contract, shall render the Company to such liability/ penalty as the Client may deem proper, including but not limited to termination of the contract, imposition of penal damages, forfeiture of the Bank Guarantee and refund of the amounts paid by the Client.

23. **Agents / Agency Commission.** The Company confirms and declares to the Client that the Company is the original provider of the services referred to in this Contract and has not engaged any individual or firm, whether Indian or foreign whatsoever, to intercede, facilitate or in any way to recommend to the Government of India or any of its functionaries, whether officially or unofficially, to the award of the contract to the Company; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Company agrees that if it is established at any time to the satisfaction of the Client that the present declaration is in any way incorrect or if at a later stage it is discovered by the Client that the Company has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract, the Company will be liable to refund that amount to the Client. The Company will also be debarred from entering into any supply Contract with the Government of India for a minimum period of five years. The Client will also have a right to

consider cancellation of the Contract either wholly or in part, without any entitlement or compensation to the Company who shall in such an event be liable to refund all payments made by the Client in terms of the Contract along with interest at the rate of 2% per annum above LIBOR rate. The Client will also have the right to recover any such amount from any contracts concluded earlier with the Government of India.

24. **Access to Books of Accounts.** In case it is found to the satisfaction of the Client that the Company has engaged an Agent or paid commission or influenced any person to obtain the contract as described in clauses relating to Agents/Agency Commission and penalty for use of undue influence, the Company, on a specific request of the Client, shall provide necessary information/ inspection of the relevant financial documents/ information.

25. **Non-disclosure of Contract documents.** Except with the written consent of the Client/ Company, other party shall not disclose the contract or any provision, specification, plan, design, pattern, sample or information thereof to any third party.

26. **Liquidated Damages.** In the event of the Seller's failure to submit the Bonds, Guarantees and Documents, supply the stores/ goods and conduct trials, installation of equipment, training etc as specified in this contract, the Buyer may, at his discretion, withhold any payment until the completion of the contract. The BUYER may also deduct from the SELLER as agreed, **liquidated damages (applicable on basic cost of items)** to the sum of 0.5% of the contract price of the delayed/ undelivered stores/ services mentioned above for every week of delay or part of a week, subject to the maximum value of the Liquidated damages (**applicable on basic cost of items**) being not higher than **10% of the value of delayed/ undelivered stores.**

27. **Termination of Contract.** The Client shall have the right to terminate this Contract in part or in full in any of the following cases:-

(a) The delivery of the services is delayed for causes not attributable to Force Majeure after the scheduled date of providing the services.

(b) The Company is declared bankrupt or becomes insolvent.

(c) The delivery of services is delayed due to causes of Force Majeure by more than **05 Days** provided Force Majeure clause is included in contract.

(d) The Client has noticed that the Company has utilised the services of any Indian/Foreign agent in getting this contract and paid any commission to such individual/company etc.

(e) As per decision of the Arbitration Tribunal.

(f) **In case of failure of the supplier to deliver an ordered item or items within Delivery period/ Extended Delivery Period, Buyer will have the discretion of imposing LD charges (applicable on basic cost of items) of amount 10% of the cost of the undelivered item/ items during the settlement of payment.**

28. **Notices.** Any notice required or permitted by the contract shall be written in the English language and may be delivered personally or may be sent by FAX or registered pre-paid mail/airmail or e-mail, addressed to the last known address of the party to whom it is sent.

29. **Amendments**. No provision of present Contract shall be changed or modified in any way (including this provision) either in whole or in part except by an instrument in writing made after the date of this Contract and signed on behalf of both the parties and which expressly states to amend the present Contract.



### Part V – Special Conditions of RFP

30. The Bidder is required to give confirmation of their acceptance of Special Conditions of the RFP mentioned below which will automatically be considered as part of the Contract concluded with the successful Bidder (i.e. Company in the Contract) as selected by the Client. Failure to do so may result in rejection of Bid submitted by the Bidder.

31. **Payment Terms.** Payment Terms will be different for **Indian** and **Foreign** firms. The applicable payment terms are indicated below:

(a) **For Indian Firms.** It will be mandatory for the Bidders to indicate their bank account numbers and other relevant e-payment details so that payments could be made (in Rupees) through ECS/EFT mechanism instead of payment through cheques, wherever feasible. **The payment will be made based on the services provided and signing of the Delivery Acceptance by the Commanding Officer of Indian Navy Ship, within 45 bank days from the date of departure of the ship and on receipt of the Original Invoices at the Embassy of India, Tokyo.**

(b) **For Foreign Firms.**

(i) The payment will be made in Yen by Bank Transfer.

(ii) **The payment will be made at actual based on the services provided and signing of the Delivery Acceptance by the Commanding Officer of Indian Navy Ship, within 45 bank days from the date of departure of the ship and on receipt of the Original Invoices at the Embassy of India, Tokyo.**

32. **Liquidated Damages (LD) for non-delivery of items.**

(a) In case of failure of the supplier to deliver ordered item or items within Delivery Period/ Extended Delivery period, Buyer will have the discretion of imposing LD charges (applicable on basic cost of items) of amount 10% of the cost of the undelivered item/ items during the settlement of payment. In this regards Part IV Para 26 is relevant.

(b) Any withdrawal from the delivery of the item, after issue of purchase order based on quotation, will invite imposition of LD (applicable on basic cost of items) of 10% cost of item/ items.

33. **Force Majeure Clause**

(a) Neither party shall bear responsibility for the complete or partial non-performance of any of its obligations (except for failure to pay any sum which has become due on account of receipt of services under the provisions of the present contract), if the non-performance results from such Force Majeure circumstances as Flood, Fire, Earthquake and other acts of God as well as War Military operation, blockade, Acts or Actions of State Authorities or any other circumstances beyond the parties control that have arisen after the conclusion of the present contract.

(b) In such circumstances the time stipulated for the performance of an obligation under the present contract is extended correspondingly for the period of time of action of these circumstances and their consequences.



(c) The party for which it becomes impossible to meet obligations under this contract due to Force Majeure conditions, is to notify in written form the other party of the beginning and cessation of the above circumstances immediately, but in any case not later than **05 (five) days** from the moment of their beginning.

(d) Certificate of a Chamber of Commerce (Commerce and Industry) or other competent authority or organization of the respective country or a competent Government body shall be a sufficient proof of commencement and cessation of the above circumstances.

(e) If the impossibility of complete or partial performance of an obligation lasts for more than **15 (fifteen) days prior to arrival of the Indian Navy Ship at Japan**, either party hereto reserves the right to terminate the contract totally or partially upon giving prior written notice of 03 (three) days to the other party of the intention to terminate without any liability other than reimbursement on the terms provided in the agreement for the services received.

34. **Specification**. The following Specification clause will form part of the contract placed on successful Bidder – **'The ship handling agency guarantees to meet the specifications as per Part-II of the RFP'**.

35. **Inspection Authority**. The Commanding Officer of Indian Navy Ship being the end user, will be the final inspecting authority and will have all right to reject the services if found unsuitable/different from the initially agreed upon terms and conditions between the Principal and the Ship handling agency.

**Part VI – Evaluation Criteria & Price Bid issues**

36. The broad guidelines for evaluation of Bids will be as follows:
- (a) The Tender Bids will be evaluated by a Board of Officers.
  - (b) Only those Bids will be evaluated which are found to be fulfilling the eligibility and qualifying requirements of the RFP.
  - (c) The Lowest Bid (L-1) will be decided upon the lowest price quoted by the particular Bidder.
  - (d) The Bidders are required to spell out the rates of Excise duty, VAT, Service Tax, etc in unambiguous terms; otherwise their offers will be loaded with the maximum rates of duties and taxes for the purpose of comparison of prices. If reimbursement of Excise Duty / VAT is intended as extra, over the quoted prices, the Bidder must specifically say so.

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**Enclosure 1**  
**{Refer to Para 16 (n) Page No. 6}**

**TECHNICAL REQUIREMENTS FOR THE TENDER INVITED FOR THE VISITING  
INDIAN NAVY SHIP TO YOKOSUKA & SASEBO, JAPAN IN OCT 2025**

1. Executive Summary
2. Service Price and Provision Price
3. Costing Process
4. Organisation Profile
  - (a) Overview
  - (b) Detailed Information
    - (i) Full Legal Name.
    - (ii) Complete address, including Registered Office/Corporate Office/ Head Office Company.
    - (iii) Registration Number and details (Proof of Registration).
    - (iv) Contact Person (Name and designation).
    - (v) Telephone, Facsimile and email contact details.
    - (vi) Website address of the Company which give details of the Company including outsourcing activities.
    - (vii) Company Brochure.
    - (viii) Past experience of executing similar types of **ship chandling services** to GoI establishments/ Indian missions / other Japanese Governmental Organisations and establishments.
    - (ix) Copies of the contracts executed with GOI establishments/ Indian missions / Japanese governmental agencies / Other Foreign Diplomatic Missions in Japan, if any, in the past.
    - (x) Experience in providing Ship Chandling Services to Warships (to include Sail Ship, Warships, Submarines and Aircraft Carrier).
    - (xi) Provide details of the countries to which ship chandling services being provided currently with details of number and type of ships handled in last three years.

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**Enclosure 2**  
**(Refer to Para 18 Page No. 8)**

**SCOPE OF WORK/SERVICES FOR THE TENDER INVITED FOR  
PROVIDING LOGISTIC SERVICES TO THE VISITING ONE  
INDIAN NAVY SHIP TO YOKOSUKA, JAPAN IN OCT 25**

<b><u>Ser No</u></b>	<b><u>Description</u></b>	<b><u>Qty</u></b>	<b><u>Per unit</u></b>	<b><u>Rate in JP Yen</u></b>	<b><u>Remarks</u></b>
1.	Agency Fees (a) Husbanding Fee (b) Transportation / Attendance Fee (One Time) (c) Communication Fee (d) Miscellaneous Charges (if any)	01	One Time		In case more than one ship indicate whether additional charges will be accrued.
<b>Port Logistics</b>					
2.	Pilot Service (In/Out)	01	Service		
3.	Pilot Boat Launch (In/Out)	01	Service		
4.	Tug Boat - <b>One Tug</b> / Per Hrs (Charges on weekdays)	01	Service		
	Tug Boat - <b>One Tug</b> / Extra Hrs (Charges on Weekdays)	01	Service		
	Tug Boat - <b>One Tug</b> / Per Hrs (Charges Saturday/ Sunday / Holiday)	01	Service		
	Tug Boat - <b>One Tug</b> / Extra Hrs (Charges Saturday / Sunday / Holiday)	01	Service		
5.	Fenders Yokohama Type (Size 3 Meter x 3 Meter)	01	Per day		
	Fenders Yokohama Type (Size 4.5 Meter x 4.5 Meter)	01	Per day		
	Boat Service Setting up of Fenders (0800-1700 hrs)	01	Service		
	Boat Service Setting up of Fenders (after 1700 hrs)	01	Service		
	Boat Service Setting up of Fenders on Saturday/ Sunday/ Holiday.	01	Service		

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6.	Line Handlers	01	Service		
7.	Crane Service (50-60 Ton) with Laborer	01	HR		
	Overtime Charges Crane Service (50-60 Ton) with Laborer	01	HR		
8.	Gangways – Medium (08 - 10 Meter)	01	Day		
	Gangways – Large (10 - 12 Meter)	01	Day		
9.	Fresh Water including associated charges if any	01	TON		
10.	Connection & Disconnection of water from Pier.	01	SER		
11.	Garbage Collection and Disposal of Common Garbage <b>Wet &amp; Dry.</b>	01	SER		Charges per service may be reflected.
<b><u>Sewage Removal and Disposal</u></b>					
12.	Pier Side Removal by sewage truck	01	TON		Charges for Per Cubic meter may be reflected. Capacity of sewage truck may be mentioned.
13.	Pier Side and Anchorage Removal by Barge (One Time). (Barge Capacity).	01	TON		Charges for Per Cubic meter.
14.	Mobile Toilets inclusive of daily cleaning services	01	NOS		
15.	Oily Waste and Aggregate Water Removal and Disposal by suitable truck (One Time).	01	TON		Capacity of truck may be reflected.
	Oily Waste and Aggregate Water Removal and Disposal by Barge(One time)	01	TON		Barge capacity may be reflected.
<b><u>Communication</u></b>					
16.	Mobile hand phone with charger & accessories (Local Use) with Startup kit.	01	DAY		(a) Rental Charge (b) Validity (Talk Time)
17.	Mobile hand phone with charger & accessories (International Use) with Startup kit.	01	DAY		(a) Rental Charge (b) Validity (Talk Time)
18.	Internet connection	01	Per Unit		(a)Capacity/ Specification (b) Device Details (Dongle/Modem) (c) Cost Per Unit

<b>Transportation</b>					
19.	Sedan Car – With Driver	01	08 Hours		
	Sedan Car Extra Hours Charges	01	Per Hour		
20.	Hiace (9 PAX Van) - with Driver	01	08 Hours		
	Hiace (9 PAX Van) Extra Hours Charges	01	Per Hour		
21.	Bus 40-45 PAX with Driver	01	08 Hours		
	Bus 40-45 PAX Extra Hours Charges	01	Per Hour		
22.	Bus 20-25 PAX with Driver	01	08 Hours		
	Bus 20-25 PAX Extra Hours Charges	01	Per Hour		
23.	Ferry Services (Weekdays) (a) Per Hrs Charges (b) Sitting Capacity (c) Extra Hrs Charges.	01	Day		
	Ferry Services (Saturday/Sunday /Holiday) (a) Per Hrs Charges (b) Sitting Capacity (c) Extra Hrs Charges.	01	Day		
<b>FUEL</b>					
24.	Marine Gas Oil (LSHSD) by Barge (a) Barge Charges (b) Barge Capacity	01	Per Ton		Necessary fuel sample test certificate is required to be produced before embarking fuel onboard the ship.
25.	Marine Gas Oil (LSHSD) by Tanker (a) Tanker Charges (b) Tanker Capacity	01	Per Ton		
27.	AVCAT (By Tanker) (b) Tanker Charges (c) Tanker Capacity	01	Per Ltr		Necessary fuel sample test certificate is required to be produced before embarking fuel onboard the ship.
<b>Miscellaneous</b>					
28.	<b>Interpreters.</b>				
	(a) A Grade	01	08 Hrs Per Day		

	Extra Hour Charges	01	Per Hour		
	(b) B Grade	01	08 Hrs Per Day		
	Extra Hour Charges	01	Per Hour		
	(c) C Grade	01	08 Hrs Per Day		
	Extra Hour Charges	01	Per Hour		
	Miscellaneous Charges (if any)	01	Per Day		
29.	Supply of News Paper (English Language)	01	Per Day		(a) The Japan Times. (b) The Japan News by the Yomiuri Shimbun.
	Delivery Charges of Newspaper	As per requirement	Per Day		
30.	Currency Exchange Counter at Pier	01	Every Day		On requirement Basis.

**Note**

1. One (01) Indian Navy Ship will visit **Yokosuka, Japan in Oct 2025**. The average stay of the ship will be **05 days**.
2. The Quotes should include all the charges involved in providing above logistic services/items to the visiting ship.



**Enclosure 2**  
**(Refer to Para 18 Page No. 8)**

**SCOPE OF WORK/SERVICES FOR THE TENDER INVITED FOR  
PROVIDING LOGISTIC SERVICES TO THE VISITING ONE INDIAN NAVY SHIP TO  
SASEBO, JAPAN IN OCT 25**

<b><u>Ser No</u></b>	<b><u>Description</u></b>	<b><u>Qty</u></b>	<b><u>Per unit</u></b>	<b><u>Rate in JP Yen</u></b>	<b><u>Remarks</u></b>
1.	Agency Fees (a) Husbanding Fee (b) Transportation / Attendance Fee (One Time) (c) Communication Fee (d) Miscellaneous Charges (if any)	01	One Time		In case more than one ship indicate whether additional charges will be accrued.
<b>Port Logistics</b>					
2.	Pilot Service (In/Out)	01	Service		
3.	Pilot Boat Launch (In/Out)	01	Service		
4.	Tug Boat - <b>One Tug</b> / Per Hrs (Charges on weekdays)	01	Service		
	Tug Boat - <b>One Tug</b> / Extra Hrs (Charges on Weekdays)	01	Service		
	Tug Boat - <b>One Tug</b> / Per Hrs (Charges Saturday/ Sunday / Holiday)	01	Service		
	Tug Boat - <b>One Tug</b> / Extra Hrs (Charges Saturday / Sunday / Holiday)	01	Service		
5.	Fenders Yokohama Type (Size 3 Meter x 3 Meter)	01	Per day		
	Fenders Yokohama Type (Size 4.5 Meter x 4.5 Meter)	01	Per day		
	Boat Service Setting up of Fenders (0800-1700 hrs)	01	Service		
	Boat Service Setting up of Fenders (after 1700 hrs)	01	Service		
	Boat Service Setting up of Fenders on Saturday/ Sunday/ Holiday.	01	Service		

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6.	Line Handlers	01	Service		
7.	Crane Service (50-60 Ton) with Laborer	01	HR		
	Overtime Charges Crane Service (50-60 Ton) with Laborer	01	HR		
8.	Gangways – Medium (08 - 10 Meter)	01	Day		
	Gangways – Large (10 - 12 Meter)	01	Day		
9.	Fresh Water including associated charges if any	01	TON		
10.	Connection & Disconnection of water from Pier.	01	SER		
11.	Garbage Collection and Disposal of Common Garbage <b>Wet &amp; Dry.</b>	01	SER		Charges per service may be reflected.
<b><u>Sewage Removal and Disposal</u></b>					
12.	Pier Side Removal by sewage truck	01	TON		Charges for Per Cubic meter may be reflected. Capacity of sewage truck may be mentioned.
13.	Pier Side and Anchorage Removal by Barge (One Time). (Barge Capacity).	01	TON		Charges for Per Cubic meter.
14.	Mobile Toilets inclusive of daily cleaning services	01	NOS		
15.	Oily Waste and Aggregate Water Removal and Disposal by suitable truck (One Time).	01	TON		Capacity of truck may be reflected.
	Oily Waste and Aggregate Water Removal and Disposal by Barge(One time)	01	TON		Barge capacity may be reflected.
<b><u>Communication</u></b>					
16.	Mobile hand phone with charger & accessories (Local Use) with Startup kit.	01	DAY		(a) Rental Charge (b) Validity (Talk Time)
17.	Mobile hand phone with charger & accessories (International Use) with Startup kit.	01	DAY		(a) Rental Charge (b) Validity (Talk Time)
18.	Internet connection	01	Per Unit		(a)Capacity/ Specification (b) Device Details (Dongle/Modem) (c) Cost Per Unit

<b>Transportation</b>					
19.	Sedan Car – With Driver	01	08 Hours		
	Sedan Car Extra Hours Charges	01	Per Hour		
20.	Hiace (9 PAX Van) - with Driver	01	08 Hours		
	Hiace (9 PAX Van) Extra Hours Charges	01	Per Hour		
21.	Bus 40-45 PAX with Driver	01	08 Hours		
	Bus 40-45 PAX Extra Hours Charges	01	Per Hour		
22.	Bus 20-25 PAX with Driver	01	08 Hours		
	Bus 20-25 PAX Extra Hours Charges	01	Per Hour		
23.	Ferry Services (Weekdays) (a) Per Hrs Charges (b) Sitting Capacity (c) Extra Hrs Charges.	01	Day		
	Ferry Services (Saturday/Sunday /Holiday) (a) Per Hrs Charges (b) Sitting Capacity (c) Extra Hrs Charges.	01	Day		
<b>FUEL</b>					
24.	Marine Gas Oil (LSHSD) by Barge (a) Barge Charges (b) Barge Capacity	01	Per Ton		Necessary fuel sample test certificate is required to be produced before embarking fuel onboard the ship.
25.	Marine Gas Oil (LSHSD) by Tanker (a) Tanker Charges (b) Tanker Capacity	01	Per Ton		
27.	AVCAT (By Tanker) (b) Tanker Charges (c) Tanker Capacity	01	Per Ltr		Necessary fuel sample test certificate is required to be produced before embarking fuel onboard the ship.
<b>Miscellaneous</b>					
28.	<b>Interpreters.</b>				
	(a) A Grade	01	08 Hrs Per Day		

	Extra Hour Charges	01	Per Hour		
	(b) B Grade	01	08 Hrs Per Day		
	Extra Hour Charges	01	Per Hour		
	(c) C Grade	01	08 Hrs Per Day		
	Extra Hour Charges	01	Per Hour		
	Miscellaneous Charges (if any)	01	Per Day		
29.	Supply of News Paper (English Language)	01	Per Day		(a) The Japan Times. (b) The Japan News by the Yomiuri Shimbun.
	Delivery Charges of Newspaper	As per requirement	Per Day		
30.	Currency Exchange Counter at Pier	01	Every Day		On requirement Basis.

**Note**

1. One (01) Indian Navy Ship will visit **Sasebo, Japan in Oct 2025**. The average stay of the ship will be **04 days**.
2. The Quotes should include all the charges involved in providing above logistic services/items to the visiting ship.



**Enclosure 4**  
**(Refer to Para 18 Page No.8)**

**TENTATIVE LIST OF PROVISIONS: INDIAN NAVAL SHIP**  
**AT YOKOSUKA, JAPAN**

<b>Ser</b>	<b>Name of the Provision</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>
1.	Bread (white)	1	KG	
2.	Burger buns	1	KG	
3.	Butter	1	KG	
4.	Fresh Milk in tetra pack	1	LTR	
5.	Paneer (Cottage Cheese)	1	KG	
6.	Potatoes	1	KG	
7.	Onions	1	KG	
8.	Spring Onions	1	KG	
9.	Red Capsicum	1	KG	
10.	Yellow Capsicum	1	KG	
11.	Bell Pepper Green	1	KG	
12.	White Cabbage	1	KG	
13.	Red Cabbage	1	KG	
14.	Cauliflower	1	KG	
15.	Lady Finger (Okura)	1	Packet	
16.	Carrot	1	KG	
17.	French Beans	1	KG	
18.	Green Peas	1	KG	
19.	Broccoli	1	KG	
20.	Brinjal (Eggplant)	1	KG	
21.	Bitter Gourd	1	KG	
22.	Mushroom	1	KG	
23.	Tomatoes	1	KG	
24.	Corn Kernel	1	KG	
25.	Table Celery	1	KG	
26.	Cucumber	1	KG	
27.	Curry Leaves	1	Bunch	
28.	Mint Leaves	1	Bunch	
29.	Ginger	1	KG	
30.	Green Chilly	1	Packet	
31.	Lemon	1	KG	
32.	Spinach Leaves	1	Bunch	
33.	Coriander Leaves	1	Bunch	
34.	Grapes Seedless Fruit	1	KG	
35.	Pears Kosui	1	KG	
36.	Golden Red Apple	1	KG	
37.	Kiwi fruit	1	KG	
38.	Plums	1	KG	
39.	Fruit Assorted (non-citrus)	1	KG	
40.	Fruit Assorted (Citrus)	1	KG	
41.	Fish Red Snapper	1	KG	
42.	Mutton Leg with Bone	1	KG	
43.	Bacon smoked sliced streaky	1	KG	
44.	Eggs Per Piece	1	Nos.	
45.	Chicken whole	1	KG	
46.	Chicken legs	1	KG	
47.	Chicken Sausages	1	KG	
48.	Chicken Blast frozen	1	KG	

**Note:** In case of additional items, the same is expected to be provisioned as per Market Price.

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**Enclosure 5**  
**(Refer to Para 18 Page No.8)**

**TENTATIVE LIST OF PROVISIONS: INDIAN NAVAL SHIP**  
**AT SASEBO, JAPAN**

<b>Ser</b>	<b>Name of the Provision</b>	<b>Quantity</b>	<b>Unit</b>	<b>Unit Price</b>
1.	Bread (white)	1	KG	
2.	Burger buns	1	KG	
3.	Butter	1	KG	
4.	Fresh Milk in tetra pack	1	LTR	
5.	Paneer (Cottage Cheese)	1	KG	
6.	Potatoes	1	KG	
7.	Onions	1	KG	
8.	Spring Onions	1	KG	
9.	Red Capsicum	1	KG	
10.	Yellow Capsicum	1	KG	
11.	Bell Pepper Green	1	KG	
12.	White Cabbage	1	KG	
13.	Red Cabbage	1	KG	
14.	Cauliflower	1	KG	
15.	Lady Finger (Okura)	1	Packet	
16.	Carrot	1	KG	
17.	French Beans	1	KG	
18.	Green Peas	1	KG	
19.	Broccoli	1	KG	
20.	Brinjal (Eggplant)	1	KG	
21.	Bitter Gourd	1	KG	
22.	Mushroom	1	KG	
23.	Tomatoes	1	KG	
24.	Corn Kernel	1	KG	
25.	Table Celery	1	KG	
26.	Cucumber	1	KG	
27.	Curry Leaves	1	Bunch	
28.	Mint Leaves	1	Bunch	
29.	Ginger	1	KG	
30.	Green Chilly	1	Packet	
31.	Lemon	1	KG	
32.	Spinach Leaves	1	Bunch	
33.	Coriander Leaves	1	Bunch	
34.	Grapes Seedless Fruit	1	KG	
35.	Pears Kosui	1	KG	
36.	Golden Red Apple	1	KG	
37.	Kiwi fruit	1	KG	
38.	Plums	1	KG	
39.	Fruit Assorted (non-citrus)	1	KG	
40.	Fruit Assorted (Citrus)	1	KG	
41.	Fish Red Snapper	1	KG	
42.	Mutton Leg with Bone	1	KG	
43.	Bacon smoked sliced streaky	1	KG	
44.	Eggs Per Piece	1	Nos.	
45.	Chicken whole	1	KG	
46.	Chicken legs	1	KG	
47.	Chicken Sausages	1	KG	
48.	Chicken Blast frozen	1	KG	

**Note:** In case of additional items, the same is expected to be provisioned as per Market Price.

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