

**Request for Proposal (RFP):  
Seeking a Joint Venture Partner  
For development of a Line Maintenance / MRO Services  
in Maldives**

**Tender Document**

**1. CONTENTS:**

2. OVERVIEW AND INTRODUCTION:..... 3

3. Scope of work: ..... 4

4. Core Requirements:..... 5

    4.1 Partnership requirements; ..... 5

    4.2 Specific conditions and requirements; ..... 5

5. COMMERCIAL EVALUATION CRITERIA: ..... 6

6. Tender: ..... 7

    6.1 Submission guidelines: ..... 7

    6.2 RFP Terms & condition: ..... 7

    6.3 No Obligation: ..... 7

    6.4 Clarifications: ..... 7

    6.5 Basis of Response: ..... 7

    6.6 Response preparation cost: ..... 7

    6.7 Use of information: ..... 7

    6.8 Ownership of Materials:..... 7

    6.9 Acceptance of Responses: ..... 8

    6.10 Deleted ..... 8

    6.11 Multi-Stage tender:..... 8

7. Detailed Response Requirements: ..... 10

    7.1 Execute summary ..... 10

    7.2 Company overview..... 10

    7.3 Project single point of contact (SPOC):..... 10

    7.4 Project team staffing: ..... 10

    7.5 Conflicts of interest: ..... 10

    7.6 Code of ethics:..... 11

    7.7 References:..... 11

    7.8 Schedule of events:..... **Error! Bookmark not defined.**

8. Administrative Details: ..... 12

    8.1 Contract administrator contact:..... 12

    8.2 Tender administrator contact: ..... 12

    8.3 Submittal contact & due dates:..... 12

## 2. OVERVIEW AND INTRODUCTION:

Maldivian, owned and Operated by Island Aviation Services Ltd (IASL), the National Carrier of the Republic of Maldives provides passenger and cargo services to several domestic and regional destinations. IASL commenced its operation in 2000 and since then has gradually become the fastest growing airline in the Maldives.

Maldivian aircraft fleet is comprised of one Airbus A320-214 and one Airbus A321-211 aircraft fitted with CFM56 engines, 08 Dash8-200/300 (classics) aircraft installed with PW123 engines and 06 DHC6-300 aircraft installed with PT6 engines. More aircraft are expected to be added to the fleet during the year.

In addition to operating scheduled commercial flights it also operates charter flights, special mission medical evacuation and freighter flights on demand.

The entire fleet of aircraft is being maintained by IASL Engineering, operating as a separate function of the Company dedicated for the purpose. Engineering Department, based at Ibrahim Nasir International Airport undertakes all scheduled and unscheduled maintenance services on the Dash8 and Twin Otter aircraft fleet operated by the Company. Maintenance carried out on A320 and A321 aircraft is limited to Line Maintenance including but not limited to "A" checks and defect rectification, though.

As part of its on-going expansion initiative, IASL Engineering extends Technical Handling services (transit assistance) to several operators operating into the country such as Cathay Pacific, Singapore Airlines, and regional giants like Sri Lankan, Etihad, Qatar Airways, Turkish Airlines, and Korean Airlines etc.

To further increase its business portfolio and grow its revenue stream IASL Engineering is committed to developing an EASA approved maintenance base in the Maldives in partnership with an outside party on mutually agreed terms and conditions. The scope of the partnership is prescribed in this RFP document.

All maintenance carried out on its fleet and customer aircraft are based on the approvals granted by Maldives CAA. Currently held approval numbers are **MV.MAG.001 (CAMO) and MV.145.031 (Part 145)**.

The prospective partner is required to submit their proposal to the email address stipulated under Submittal Contact in this RFP document.

The descriptions below lists scope & specific requirements of IASL in regard to this tender:

### 3. Scope of work:

Preflight and Transit/Daily/Weekly Checks including Minor Defects Rectification of:

- ✓ A320/V2500/CFM56
- ✓ A319/321/V2500/CFM56
- ✓ A330/PW4000/CF6/RR700
- ✓ A340/CFM56
- ✓ B777/PW4090/RR895/GE90
- ✓ B737/CFM56
- ✓ B787/ GEnx-1B/RR1000

The partner must be geared and approved for meeting SGHA Contracts (2008) covering following Sections, items

|            |                                                                                                                                                                                                       |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Section 1: | 1.2.3(j) (Retaining period of three years at station in question), 1.3.5                                                                                                                              |
| Section 3: | 3.3.2 (as required)<br>3.5.1, 3.5.2, 3.8.2(a)(b)(1)<br>3.9.1(b), 3.9.2(c) (if required), 3.9.3(c), 3.17.7, 3.17.8                                                                                     |
| Section 4: | 4.2.1(a)(b)                                                                                                                                                                                           |
| Section 6: | 6.5.1, 6.5.3, 6.5.4, 6.5.5, 6.5.8, 6.5.9                                                                                                                                                              |
| Section 7: | 7.4.2(a)(1) (per Carrier's Aircraft Security Search Certificate)<br>7.4.2(b)(5) (in case of overnight/long stay)                                                                                      |
| Section 8: | 8.1.1, 8.1.2, 8.1.3, 8.1.4, 8.1.5<br>8.2.2, 8.2.3, 8.2.4<br>8.3.1 (include rectification up to XX man-hour), 8.3.2, 8.3.3, 8.3.4 (as required)<br>8.4.1(a)(b), 8.4.2, 8.4.3<br>8.5.1(b) (as required) |

The partner must have proper certifications and capacity to cater to the above Scope of Work.

## **4. Core Requirements:**

This part covers the main requirements of the RFP. Interested parties are required to submit proper documentation to prove that the below requirements are met. Failure to do so will result in disqualification from the bid.

### **4.1 Partnership requirements;**

The partners shall jointly create a line station in MLE as well as other international airports operated within the Maldives at the back of the existing EASA approval held.

The Partner must be equipped and commit for the following IAS requirements:

1. Provide assistance/consultation/training as required to get IAS Staff to EASA license
2. Provide assistance/consultation/training, etc. as required for IAS to achieve EASA, ISO approvals and certification of IAS Maintenance Division
3. Partner's capability in the following areas will be a bonus.
4. Base Maintenance and MRO services. EASA 147, DOA (Part 21)
5. International presence in aircraft maintenance industry

### **4.2 Specific conditions and requirements;**

Specifics / Requirements that must be fulfilled are as follows:

1. Documents showing the capacity and proper certifications to meet the Scope of Work (Clause 3)
2. Copy of the EASA approval(s) held
3. Partner profile with details of the staff strength, staff qualifications and capacity, number of line stations operated, details of existing line maintenance contracts etc.
4. Details of the investment in procurement of the Equipment/Tools required.
5. A Proposed Financial Proposal with details of the investment and profit sharing.
6. Local staff development proposal with details of how the locals will be engaged in training and Certification.
7. Quality control plan with details of standards, software, dedicated internal resource etc.
8. Financial credentials – Audited finances of the last 3 years.

## 5. COMMERCIAL EVALUATION CRITERIA:

Any award made pursuant to this RFP will be based upon the proposal with appropriate consideration given to investment, approval and cost/revenue sharing ratio proposed. Evaluation of offers will be based upon the Partners responsiveness to the RFP.

### **TECHNICAL EVALUATION (20%)**

The Partners are required to meet the requirements set out under the Scope of Work (Clause 3)

1. Local Staff Development plan
  - Details of details of how the locals will be engaged in training and certification.
  - Number of locals that will be trained each year.

### **PARTNERSHIP EVALUATION (30%)**

The Partners are required to meet the requirements set out under the Scope of Work (Clause 3).

1. Plan to engage the Local Staff in the certification process
2. Local Staff training and development plan
3. Action plan for IAS to get EASA 145 approval

It is important to include a time line of events and target dates for the above.

### **CAPABILITIES (10%)**

1. Certifications and approvals
2. Multinational presence
3. MRO Services

### **FINANCIAL EVALUATION (40%)**

1. Details of the investment in procurement of the Equipment/Tools required.
2. A Proposed Financial Proposal with details of the investment and profit sharing.
3. Management model for the partnership

## 6. Tender:

### 6.1 Submission guidelines:

Award of the contract resulting from this RFP will be based upon the most responsive Vendor whose offer will be the most advantageous to Maldivian in terms of cost, functionality and other factors as specified elsewhere in this RFP.

### 6.2 RFP Terms & condition:

Ensure the below terms and conditions of this RFP document, confirmation for participating in this RFP process are met in full.

### 6.3 No Obligation:

Reserve the right to withdraw and discontinue this RFP process without obligation or liability to any potential partner.

### 6.4 Clarifications:

All clarifications related to this RFP documents should be directed to the contact (Tender Administrator) listed in this RFP document.

### 6.5 Basis of Response:

Only information supplied by the Tender Administrator in writing, whether on paper or electronically, or in this RFP should be used in the preparation of responses. Partner's responses shall be submitted in totality. The Partner will confine its submission to those matters sufficient to define its proposal, and to provide an adequate basis for IASL evaluation of the Partner's proposal.

### 6.6 Response preparation cost:

Any cost incurred by the respondent in the preparation, transmittal or presentation any response or materials submitted in response to this RFP shall be borne directly or solely by the respondent.

### 6.7 Use of information:

Respondents to this RFP are hereby notified that all information, documentation, and any specific content or approaches included in RFP responses will be analyzed, may appear in various reports and may be used in the resulting solicitation. Therefore, do not submit any copyrighted, proprietary or confidential information.

### 6.8 Ownership of Materials:

Ownership of all data, material and documentation originated and submitted to IASL, pursuant to the RFP, shall belong exclusively to IASL and it reserves the right to share any and/or all questions from one Vendor with any and/or all other vendors.

### **6.9 Acceptance of Responses:**

IASL reserves the right to reject responses that arrive late, or do not meet any of specified scope of work requirements.

### **6.10 Award of Full or parts scope of work:**

Deleted

### **6.11 Multi-Stage tender:**

In a tender where a clear winner is not available through first round of tender process, IASL may run a second round of tender in form of proposal clarification and may exclude disqualified bidders from second round.



*(Below form must be completed by bidder on their company letterhead and submitted with proposal)*

**To: Island Aviation Services Ltd,  
Engineering Department**

**RFP/ Tender Title:** Seeking a Joint Venture Partner for developing a Line Maintenance base in MLE

We, undersigned, have considered your above indicated RFP terms and conditions and accepted the stipulated Contract terms and conditions subject to below exceptions, if any:

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We hereby agree to enter into agreement as per your RFP scope of work for the terms and conditions mutually agreed in our proposal and agree to keep the bid valid for acceptance until / /2016 and our bid shall not be withdrawn until this date. We further undertake not to vary/modify the bid during this validity period or any extension thereof approved by IASL.

From

Signature and Stamp:

## 7. Detailed Response Requirements:

### 7.1 Execute summary

This section will present a high-level synopsis of the Partner's response to the RFP. The Executive Summary should be a brief overview of the engagement, and should identify the main features and benefits of the solution proposed by the partner.

### 7.2 Company overview

Official registered name, address, main telephone number, toll-free numbers, fax numbers and web address.

The name and all appropriate contact information for the person authorized to contractually bind the organization for any proposals submitted in response to this RFP.

Brief history, including years established and number of years partner has been offering the proposed solution.

Partner's financial stability including previous year's financial statements.

Partner's approach to sustainability including policy on the environment and fair and sustainable employment practices.

### 7.3 Project single point of contact (SPOC):

In order to manage this project please provide a **Single point of contact (SPOC)** for addressing situations requiring interaction on day-to-day business. Also provide names and contact of people to call if we don't get a response from SPOC.

### 7.4 Project team staffing:

Please include a list of team requirements for both IASL and partner for the entire life-cycle of the solution.

### 7.5 Conflicts of interest:

In your response to this RFP, please submit a statement confirming whether or not provision to IASL of the services outlined in this RFP would create any potential conflicts of interest, or appearance of impropriety, relating to clients of the firm, officers/directors/employees of IASL, or in consideration of any existing relationship you may have with IASL. Please also indicate what procedures will be followed to detect, resolve, and notify IASL of any conflicts of interest.

## 7.6 Code of ethics:

Please submit a statement on your compliance to industry code of ethics and principles, alternatively, accept and submit Partner Code of Ethics & Conduct.

## 7.7 References:

Please provide three(3) current corporate references including company name, contact name, title, address, telephone number, and client relationship synopsis.

## 8. Administrative Details:

### 8.1 Contract administrator contact:

Any questions concerning technical specifications must be directed to:

Name Ali Firag  
Address Island Aviation Services Ltd. Corporate Headquarters, M. Raaverige, Majeedhee Magu, Male'  
20345, Republic of Maldives  
Phone Office: +960 3331382 Mobile: +960 7781999  
Email [ali.firag@iasl.aero](mailto:ali.firag@iasl.aero)

### 8.2 Tender administrator contact:

All questions regarding commercial terms or proposal format must be directed to:

Name: Hussain Safuath  
Address: Island Aviation Services Ltd. Corporate Headquarters, M. Raaverige, Majeedhee Magu, Male'  
20345, Republic of Maldives  
Phone: Office: +960 3331232 Mobile: +960 7792754  
Email: [hussain.safuath@iasl.aero](mailto:hussain.safuath@iasl.aero)

### 8.3 Submittal contact & due dates:

**A written email confirmation** the Partner's intent to participate/respond to this RFP is required from the Partner upon receiving this RFP by Tender Administrator.

**All proposals are to be sent on or before proposal due date to the email address stated below.**

Any proposal received after the closing time and dates specified for receipt shall be considered late and non-responsive. Late proposals will not be evaluated for award. The Tender Email shall be marked as follows in 'Subject field':

#### **Response to RFP for Establishment of a Line Maintenance Base**

The Tender Response Documents should be emailed in PDF format to the following address in accordance with the Tender instructions on or before the 12<sup>th</sup> of February 2016:

Email: [hussain.safuath@iasl.aero](mailto:hussain.safuath@iasl.aero), with copy to [haris@iasl.aero](mailto:haris@iasl.aero), [m.shaheen@iasl.aero](mailto:m.shaheen@iasl.aero), [adam.zahir@iasl.aero](mailto:adam.zahir@iasl.aero), [nasif@iasl.aero](mailto:nasif@iasl.aero), [ali.firag@iasl.aero](mailto:ali.firag@iasl.aero) and [ahmed.hussain@iasl.aero](mailto:ahmed.hussain@iasl.aero)

ATTN to: Hussain Safuath

Note: Please limit your responses only to those shown above.

*Kindly notify the tender administrator once the proposal has been submitted to above email address.*