

January 17, 2023

AICT RFQ Report

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Date		17-Jan-23				RFQ No.	11341 /2022			
Supplier Name						RFQ Description				
S/N	Item	Description	Qty	Unit	Ship to Location	Part No.	Manufacturer	Urgent	PR No.	
1	1007478	Safety device GF (Q C)	4	EACH	Dekhaila's Terminal	U9095340-4009	ALIMAK		9247	
2	1007527	Rack (Q C)	25	EACH	Dekhaila's Terminal	9102421-900	ALIMAK		9247	

Note To Supplier :

General Conditions

- 1-PO. No. to be written in all related invoices & shipping documents
- 2-If any P/N for above parts had been replaced it should be mentioned in the invoices & shipping documents
- 3-Partial deliveries will not be accepted unless previously mentioned in the offer by delivery date schedule
- 4-1% will be deducting for each week delay in delivery with maximum of 20% of total value
- 5- We are working under free zone investment law, all customs procedures in Egypt should be handled by our Customs department
- 6-Copy from all shipping documents to be send by mail once goods are dispatched.
- 7-Our co. name should be written in full in all shipping documents (Alexandria International Containers Terminals Company (Private Free Zone)
- 8-For any rejected items from order, Debit note will be send to the supplier and if supplier replaced the rejected items then he has to present a new separate invoice only for the replacement items.
- 9-For All foreign shipments whether Air shipments or Sea shipments , (AICT) must have the Original Invoice stamped and certified from the shipper country chamber of commerce, together with the other shipping Doc.(AWB , BL., packing list....etc.) , upon receiving

the mentioned necessary documents AICT will start the necessary customs procedures.

10-For any kind of payment transfer , the supplier will be charged by the bank transfer fees (inside Egypt and outside Egypt) unless previous agreement and to be clearly mentioned in AICT Purchase Order.

11-Any Quotation/proposal more than USD 2500 or equivalent to be send on sealed bid to the attention of AICT procurement manager with the RFQ No. and title, sealed bid to be send to address (quay 98 Dekheila port Alexandria International container terminal – Alexandria - Egypt)

12- The Supplier must Comply with the Social Responsibilities and Labors laws

13- The Supplier must Comply with Environmental Regulations.

14- Any Quotation send by email must be secured PDF file format, any other format shall not be considered.

15- Any sea shipment must be shipped directly to Alexandria International Container terminal (AICT) Terminals

16- The Supplier must disclose and declare to AICT whether he or she is a member of other group which supplies other or same goods and services to AICT.

17- Any supplier participating in AICT RFQ's, submit quotation and/or awarded with PO. Must understand and agrees to abide by the "Anti Bribery and Anti-Corruption policy" and to declare for any Conflict of Interest

Anti Bribery Policy Statement

AICT is committed to upholding high standards of business integrity , honesty and transparency in all its business dealings

AICT is committed to dealing with its customers and suppliers in a fair , honest and professional manner , while seeking best value for the business

All suppliers are required to adhere to this Anti bribery policy statement , breach of which may lead to block the supplier from any of AICT deals

The company reserves the right to terminate contractual relationships with other individuals (suppliers....etc.) if they breach this policy

A bribe is an inducement or reward offered, promised or provided in order to gain any commercial, Contractual or Personal Advantage.

All accounts, invoices, and other document and records relating to dealings with suppliers, and business contacts, should be prepared and maintained with strict accuracy and completeness.

Suppliers / vendors are strictly prohibited from

Offering, promising ,giving or authorizing , directly or indirectly , any bribe or kickback to or for the benefit of any of AICT employees (whether in private or public) in order to obtain any improper business or other improper advantage in relation to AICT business

Soliciting, accepting or receiving any bribe or kickback from any employees (whether in private or public)in return from providing any improper business or other improper advantage in relation to the AICT business

Otherwise using illegal or improper means (including bribes, favors, blackmail, financial payments , inducements , secret commissions or other rewards) to influence the actions of others; or

Acting as an intermediary for a third party in the solicitation , acceptance payment or offer of a bribe or kickback

Supplier courtesies must comply with the following principles

They must be reasonable and not excessive

They must be of modest value , both in isolation and when considered in the context of other gifts and hospitality offered to the same recipients

They must be appropriate and consistent with reasonable business practice

They must be provided with the intent only to build or maintain a business relationship or offer normal courtesy , rather than to influence the recipient's objectivity in marking a specific business decision

They should never be offered for something in return

They must be permissible under all applicable laws, rules and regulations

If supplier becomes aware of any actual or suspected breach of this policy , he must report such incidents to the head of business unit and /or the head of finance of the business unit

