

Alexandria International Container Terminals

Technical Tender
Operations Outsource Staff

AICT Operations

1- Introduction

Alexandria International Container Terminals (AICT) is a free zone company and operates two fully integrated terminals at Egypt's main commercial ports of Alexandria and El Dekheila port since 2002. Both ports are located on the Mediterranean Sea and support both local and international trade activities in the region as Egypt expand its industrial base, AICT is a subsidiary of Hutchison ports the world's leading port investor, developer, and operator. The Hutchison ports network of port operations comprises in 54 ports, spanning 25 countries throughout Asia, the Middle east, Africa, Europe, the Americas, and Australia. In 2022, the Hutchison Ports network handled a combined throughout a combined throughput of 84.8 million TEU worldwide.

2- Scope of work

Alexandria International Container Terminals (AICT) is Looking for a potential supplier/vendor to supply Operations outsourced staff - that fit for the purpose.

3- Tenderer Obligation and Responsibility:

1. The Tenderer shall provide all selection criteria, medical fitness, experience, and qualifications necessary to complete the AICT requirement of outsourced staff delivered at his expense (if required).
2. The tenderer is committed to supplying AICT with qualified labor, experience, and competence to undertake the service requested in accordance with the type of services, and technical practice.
3. The tenderer is committed to ensuring that all supplied staff must individually carry out the assigned work with high performance, care, quality, and accuracy.
4. The tenderer is committed to ensuring that all supplied staff must comply with the proper appearance and reputation of the company.
5. The tenderer is committed to ensuring that all supplied staff must preserve all tools, equipment, and terminal facilities belonging to AICT and return to AICT in the same condition in which its staff had received.
6. The tenderer must provide all offered/delivered equipment & PPE certificates that will be used by outsourced staff to fulfill AICT operational & safety requirements.
7. Any damage/s that happened to equipment, yard, and AICT properties resulting from the outsourced staff during operations and/or training period is under the

supplier's responsibility, and the supplier/vendor must rectify it immediately at his costs.

8. The final acceptance for outsourced staff shall be signed off after completing the testing period and successfully passing the operations final test.
9. Tenderer shall adhere to AICT safety and security regulations and provide their staff with the required safety gear.
10. Tenderer shall provide external transportation for his staff which will be used in operations and training periods.
11. The Tenderer shall be complied with the Free zone procedures regulations & be common with Alexandria Port authority regulations, as well as environmental regulations inside ports and container terminals.
12. The Supplier should follow the high safety regulations inside ports generally and military areas especially and provide their staff with the required safety gear and PPE.
13. The Supplier is responsible to issue the required port permits both port entrance permits and boarding permits for supplied labors and must have the full documents and requirement to deal with Alexandria port authority permits section and all the Alexandria port authorities.
14. Personal Protection Equipment "PPE" commitment based on AICT's safety policy and regulation.
15. Tenderer is committed to not allowing any of his staff to work more than 12 hours.
16. Drugs test is to be applied before starting the contract implantation, and all supplied staff are subject to random drug tests, and to reject (blacklist) any positive case.
17. All outsourced staff are subject to work in shifts (day & night).
18. Social & Medical insurance for the supplier staff are mandatory, and at his responsibility and his own cost.
19. All supplied staff must have a clean Police record sheet.
20. All assessment certificates/ driving licenses from local authorities are the supplier's responsibility and his liability at his expense. And to be presented to AICT whenever required.
21. All validation certificates required by local authorities will be his responsibility and at his expense.
22. Supplier to keep copies of driving license and certificates, and follow up the expiration dates and renewals, to be presented to AICT whenever required.
23. AICT is not committed to any minimum order quantity and has the right to require any number of labors or cancelation according to operations workload.
24. AICT have the right to terminate any labor or operator violate company policies.

25. Contractor is obligated to provide the required labor quantity without failure and will be liable for any lose or relevant expenses could result from failure in providing the service.

4- Required Operations outsourced staff Jobs & Headcount:

Maximum number of labors required will be as follows:

#	position	ALEX terminal	DEKH terminal	pattern
1	IMV driver	12	16	Man per 12 hours shift
2	RTG operator	12	8	Man per 12 hours shift
3	RS operator	3	4	Man per 12 hours shift
4	Berth operator	8	9	Man per 12 hours shift
5	CFS Labors	3	3	Man per 8 hours daily work
Total		34	40	

5- Outsourced Staff Required Qualifications

➤ **Lasher Selection Criteria:**

1. The age is not less than 20 years and not more than 27 years and have a normal body shape.
2. With minimum medium level education.
3. Physically and medically, fit to pass all the medical examinations.
4. Good Hand-Eye coordination.
5. Active and Enthusiastic.
6. Understand basic safety requirements and concepts.
7. Ability to work as an effective team member and adhere to operational plans to achieve them.
8. Good communication skills.
9. Ability to work under pressure and stress.
10. Able to work at height.
11. Basic knowledge of English language (Read – Written - Spoken) Numbers & letters.

➤ **RTG Operator Selection Criteria:**

1. The age is not less than 21 years and not more than 30 years and have a normal body shape.
2. With minimum medium level education.
3. Valid profession assessment license. <equipment operating licenses>
4. Good Eyesight (Free Color Blindness).
5. Passed the medical check (eyes, backbone, etc.).
6. Physically and medically, fit to pass all the medical examinations.
7. Active and Enthusiastic.
8. Understand basic safety requirements and concepts.
9. Ability to work as an effective team member and adhere to operational plans to achieve them.
10. Good communication skills.
11. Ability to work under pressure and stress.
12. Able to work at height.
13. Good Hand-Eye coordination and a good sense of depth perception.
14. Basic knowledge of English language both numbers & letters.

➤ **RS Operator Selection Criteria:**

1. The age is should not be less than 21 years and not more than 30 years and have a normal body shape.
2. With minimum medium level education.
3. professional driver's license. Any degree.
4. Valid profession assessment license. <equipment operating licenses>
5. Good Eyesight (Free Color Blindness).
6. Passed the medical check (eyes, backbone, etc.).
7. professional license certificate for operating equipment operator.
8. Physically and medically, fit to pass all the medical examinations.
9. Good Hand-Eye coordination and a good sense of depth perception.
10. Active and Enthusiastic.
11. Understand basic safety requirements and concepts.
12. Ability to work as an effective team member and adhere to operational plans to achieve it.
13. Good communication skills.
14. Ability to work under pressure and stress.
15. Basic knowledge of English language both numbers & letters

➤ **IMV Driver Selection Criteria:**

- 1- The age is should not be less than 25 years and not more than 35 years and have a normal body shape.
- 2- With minimum medium level education.
- 3- At least 3 years' experience in driving 5th wheel trucks.
- 4- Good Eyesight (Free Color Blindness).
- 5- Passed the medical check (eyes, backbone, etc.).
- 6- professional driving license certificate 1st degree is a must.
- 7- Physically and medically, fit to pass all the medical examinations.
- 8- Active and Enthusiastic.
- 9- Understand basic safety requirements and concepts.
- 10- Ability to work as an effective team member and adhere to operational plans to achieve it.
- 11- Good communication skills.
- 12- Ability to work under pressure and stress.
- 13- Basic knowledge of English language both numbers & letters

➤ **CFS Labor Selection Criteria:**

- 1- The age should not be less than 21 years and not more than 30 years.
- 2- Vocational / College.
- 3- Physically and medically, fit to pass all the medical examinations.
- 4- Tactful, and customer-oriented attitude and proactive.
- 5- Active and Enthusiastic.
- 6- Understand basic safety requirements and concepts.
- 7- Has good awareness of required tasks & hazards spots.
- 8- Ability to work as an effective team member and adhere to operational plans to achieve them.
- 9- Good communication skills.
- 10- Ability to work under pressure and stress.
- 11- Good knowledge of the English language (Read – Written - Spoken)