

TENDER TECHNICAL SPECIFICATIONS
Administration Department
Ramadan Meals Supply for AICT & AQCT

Tender for Supply of Ramadan Meals for AICT and AQCT

(T/HUT/ADM/01/2026)

Requested process, selection criteria, experience, and qualifications.

Technical Inquiry Deadline: 3 Business Days prior to the Tender Closing Date



AICT/AQCT Supplying Ramadan Meals

Tender Reference: T/HUT/Admin/03/2026

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1. General Requirements and Scope of Work

1.1. Introduction

Hutchison Port Egypt is a free zone company operates three fully integrated container terminals at Egypt 's main commercial ports of Alexandria, EL Dekheila & Abu Qir.

Hutchison Egypt is a subsidiary of Hutchison Ports, the world's leading port network.

1.2. PURPOSE

- a) AICT/AQCT are seeking a supplier/vendor to provide Ramadan Meals for staff.
- b) The required meals to be supplied.
- c) The place of acceptance of the meals shall be AICT/AQCT Terminal (Free zone area).

1.3. VALIDITY of the OFFER

The supplier /vendor shall keep his offer valid for a period not less than sixty (60) days from the date of opening the technical tender bid.

1.4. DEFINITIONS

"Company/Purchaser/Owner"	:	Alexandria International Container Terminal (AICT) Abo Qir Container Terminal (AQCT)
"Vendor(s)/Supplier(s)"	:	It shall mean the individual or firm or company whether incorporated or not, undertaking the works and shall include legal representatives of such individuals or persons composing such firm or unincorporated company, or successors of such firm or company and permitted assigns of such individual or firm or company.
"Shall"	:	This is to be understood as mandatory in relation to the requirements of this document.
"Should"	:	This is to be understood as a strong recommendation to comply with the requirements of this document.
"Contract"	:	It shall mean the notice inviting tender, the tender and acceptance thereof and the formal agreement, if any, executed between AICT/AQCT and the Contractor(s) together with the documents referred therein including these conditions with appendices, and any special conditions, the specifications, design, drawing, schedule of quantities with rates and amounts and schedule of rates. All these documents taken together shall be deemed to form one Contract and shall be complementary to one another.
"SOW"	:	Scope of Work.

1.5. SCOPE OF WORK

AICT/AQCT are seeking specialized restaurants to supply Iftar and Sohour meals, in addition to discounted meals, during the month of Ramadan for its staff.

1.6 Contracting Duration

The contract duration is one month starting as from the sohour of 1st day of Ramadan till the Iftar of the last day of the Ramadan of the year 1447 Hijri coinciding the year 2026 Gregorian.

1.7 Required Meals

- First: The Iftar meals

1. First meal: (10 meals within the month)

1/3 kg of meats collection (5 Kofta + 4 Kebab or 5 Kofta Pieces + 2 Sliced Grilled Meat Entrecote) + Rice Tajeen with meat + 3 types of salads + Chips medium size 68 gm + Bread (3 large loafs of Shami bread) + Juhayna / Lamar Juice + Ramadan Dessert + Small mineral water (0.60 ml) + Cutlery (Spoon – Fork – Knife – Salt – Pepper – Ketchup – Mayonnaise – Wipes).

2. Second meal: (10 meals within the month)

1/2 Grilled Chicken + oven pasta + 3 types of salads + Chips medium size 68 gm + Bread (3 large loafs of Shami bread) + Juhayna / Lamar Juice + Ramadan Dessert + Small mineral water (0.60 ml) + Cutlery (Spoon – Fork – Knife – Salt – Pepper – Ketchup – Mayonnaise – Wipes).

3. Third meal: (10 meals within the month)

375 gm Shish Tawook with different meat selections + Basmati rice + 3 types of salads + Chips medium size 68 gm+ Bread (3 large loafs of Shami bread) + Juhayna / Lamar Juice + Ramadan Dessert + Small mineral water (0.60 ml) + Cutlery (Spoon – Fork – Knife – Salt – Pepper – Ketchup – Mayonnaise – Wipes).

- Second: The Sohour meals: (30 meals within the month)

1 Cooked beans can 400 gm with seasoning easy open (Americana) + 1 pack white cheese 125 gm (Domty) + Chips medium size 68 gm + Juhayna / Lamar Juice + 1 Juhayna Yoghurt pack 170 gm (**The production date must not exceed more than five days**) + Small pack of honey + 5 large loafs of Shami Bread + fruit (Banana or Apple imported) + Small mineral water (0.60 ml) + Cutlery (Spoon – Fork – Knife – Salt – Pepper – Ketchup – Mayonnaise – Wipes).

- Third: Discounted Meals (If Required):

Iftar Meal

1/4 Grilled Chicken + Spaghetti pasta + Salads + 2 loafs of bread + Ramadan Dessert + Faragalla Juice + Cutlery.

-Discounted Sohour Meal

1 Yoghurt Packet + 1 Cooked beans can small size + 1 cheese triangle + 2 loafs of bread + Cutlery.

Fourth: Meal Requested at the Time of Shifts Change

One additional meal will be ordered at the time of changing shifts at Alex and DKH terminals before ramadan and it will be consisting of: 1 sandwich Kofta 30 cm + 1 sandwich Shish tawouk 30 cm + chips pack medium size 68 gm + Tahini pack + juice pack.

Time and place of Meals Delivery

1. Iftar meals have to be delivered on daily basis an hour before Iftar during the month of Ramadan, however the Sohour meals shall be delivered at 10:00 pm as the port gate closes at 11.00 pm.
2. Delivery of meals whether Iftar meals or Sohour meals shall be inside Alexandria, Dekheila and Abu Qir terminals (each terminal separately) in Alexandria, Dekhiela and Abu Qir ports by a mean belongs to the Supplier and under his responsibility.

Meals Delivery Conditions

1. The required meals have to be delivered hot, fresh and in highest quality.
2. In case any of the supplied meals, whether in Iftar or in Sohour, breached the required specifications, the value of such disqualified meals shall be deducted from the total dues of the Supplier, in addition to 25% of the price of the meals as a penalty. The supplier shall be informed by the number of the disqualified meals.
3. The supplier is fully responsible for the entrance of the meals from the external gates of Alexandria, Dekheila, and Abu Qir ports till they are received at each terminal.

1.8. List of the Meals During Ramadan

Sr.	Date	Meal
1	1 st Ramadan	(First Meal)
2	2 nd Ramadan	(Second Meal)
3	3 rd Ramadan	(Third meal)
4	4 th Ramadan	(First Meal)

5	5 th Ramadan	(Second Meal)
6	6 th Ramadan	(Third meal)
7	7 th Ramadan	(First Meal)
8	8 th Ramadan	(Second Meal)
9	9 th Ramadan	(Third meal)
10	10 th Ramadan	(First Meal)
11	11 th Ramadan	(Second Meal)
12	12 th Ramadan	(Third meal)
13	13 th Ramadan	(First Meal)
14	14 th Ramadan	(Second Meal)
15	15 th Ramadan	(Third meal)
16	16 th Ramadan	(First Meal)
17	17 th Ramadan	(Second Meal)
18	18 th Ramadan	(Third meal)
19	19 th Ramadan	(First Meal)
20	20 th Ramadan	(Second Meal)
21	21 st Ramadan	(Third meal)
22	22 nd Ramadan	(First Meal)
23	23 rd Ramadan	(Second Meal)
24	24 th Ramadan	(Third meal)
25	25 th Ramadan	(First Meal)
26	26 th Ramadan	(Second Meal)
27	27 th Ramadan	(Third meal)
28	28 th Ramadan	(First Meal)
29	29 th Ramadan	(Second Meal)
30	30 st Ramadan	(Third meal)

Approximate number of meals required daily at AICT and AQCR Terminals

AICT

Meals	Approximate Daily Total
Iftar	Approximately 408 meals (subject to increase or decrease based on actual consumption)
<u>Sohour</u>	Approximately 319 meals (subject to increase or decrease based on actual consumption)
Discounted Iftar (upon request)	Approximately 107 meals (subject to increase or decrease based on actual consumption)
Discounted Sohour (upon request)	Approximately 67 meals (subject to increase or decrease based on actual consumption)

AQCT

Meals	Approximate Daily Total
Iftar	Approximately 277 meals (subject to increase or decrease based on actual consumption)
<u>Sohour</u>	Approximately 221 meals (subject to increase or decrease based on actual consumption)
Discounted Iftar (upon request)	Approximately 15 meals (subject to increase or decrease based on actual consumption)
Discounted Sohour (upon request)	Approximately 15 meals (subject to increase or decrease based on actual consumption)

1.9. Terms and Conditions

- Each meal must be priced separately in addition to the pricing the discounted meals for both Iftar and Sohour Meals.
- Supplier submits invoices every 15 days attached with daily meals record; payment is 100% after service completion/acceptance for the period.
- The prices of the meals shall be including the value added taxes (VAT) and all the transportation costs to deliver the meals to both El Dehkeila and Alexandria Terminals.
- AICT/AQCT will be responsible for issuing and bearing the costs of the gate passes and permits in order to facilitate the delivery of the meals under the responsibility of the supplier, and in advance the supplier shall provide the required documents for issuing the port entry permits (Truck license - Driver's license – Driver's ID), provided that all of these documents have to be valid and the drivers shall not have any previous precedent that prevents the issuance of the port permits noting that the supplier is responsible for the entrance of meals from the main port gates at Alexandria, Dekheila and Abu Qir till it's received.
- The AICT/AQCT shall retain a cheque presented by the supplier which represents a guarantee for the quality of the supplied food during the month of Ramadan and a guarantee against any breach of the supplier's obligations in respect of this contract, and it shall only be released by the end of the contract's duration.

- f. If the supplier's failed to deliver both or any of Ramadan daily meals (Iftar or Sohour) in the time agreed upon, a percentage of (2%) shall be deducted from the total contract value for each failure or delay to deliver any of the Ramadan meals during the month with a total not exceeding (20%) of the contract value.

2. INSTRUCTIONS AND CONDITIONS OF CONTRACTORS

4.1 SELECTION AND AWARD REQUIREMENTS

To be considered eligible for the award of the contract, Contractors must provide evidence that they meet or exceed certain minimum criteria described hereunder. The contractor is advised to read these instructions carefully prior to preparing the tender bids:

1. These instructions are mandatory conditions of tendering assessment and any tender bid *which does not follow these instructions will be considered incomplete bid and shall be disqualified.*
2. Declare agreement, conformity, and compliance with:
 - a. Anti-barbery document.
 - b. Ports Group Policy 62-2021 Supplier code of conduct.
 - c. Whistleblowing Policy (63-2023)
3. Declare agreement, conformity, and compliance with the provisions of the Tender's Declaration in Tender Response Format.
4. Declare agreement, conformity, and compliance with the provisions of the Statement on Conditions of Employment in Tender Response Format.
5. The tender bid shall be enclosed in sealed envelopes addressed, endorsed, and deposited as required by the letter of Invitation. The Contractor shall submit Suitable evidence that the signatory to the form of tender is authorized so to execute.
6. No unauthorized alteration or ensure to the text of the tender documents shall be permitted any tender containing such alternation or ensure not be considered.
7. The contractor shall be required to check the number of pages of the specifications etc. Should he find any missing, duplicate, or indistinct, he must inform the "AICT/AQCT" purchaser at once and will have the same rectified.
8. The Contractor must at his own expense obtain for himself all information that may be necessary for the submission of his tender. The " AICT/AQCT" purchaser will not meet any costs incurred by the Contractor in preparing or submitting his tender.

2.2 ANTICIPATED PROJECT TIMELINE

RFP Release Date: January 22,2026

Tender Due Date: February 1,2026

Start the Service: Beginning of the Month of Ramadan

2.3 PRIMARY CONTACT INFORMATION

Send questions/inquiries regarding the RFT (Technical/Commercial) to (abdelghani.manal@aict.com.eg; Ahmed.dalia@aict.com.eg) by the due date. Responses to all submitted questions, and if any update takes place we will be shared with all participating bidders.

3. TECHNICAL SPECIFICATIONS

Note:

Where in this tender document a standard is quoted, it is to be understood that the Contracting Authority will accept equivalent standards. However, it will be the responsibility of the respective bidders to prove that the standards they quoted are equivalent to the standards requested by the Contracting Authority.

3.1 Scope

- a) The Supplier/Vendor is bound to all tender terms and conditions, and it's mandatory to provide AICT/AQCT tender documents stamped in the technical submitted offer.
- b) All the provided Services must fulfill the requested process, experience, selection criteria, and required qualifications.
- c) Acceptance and final receiving.
- d) All the suppliers must submit the following requirements in the tender documents for evaluation and AICT/AQCT have all rights to reject the offer that hasn't included the following:
 - a. Tenders shall necessarily include in the technical envelope all technical information and documents demonstrating their former experience in this field during the last five years at least.

4. SELECTION CRITERIA

Defining the requested process and selection criteria for Supplying Ramadan Meals for AICT/AQCT

4.1. Process of examination and selection:

- a. The number of years of experience in preparing and supplying meals during the month of Ramadan must not be less than five (5) years.
- b. The supplier must provide a list of previous clients/companies to whom meals were supplied during the month of Ramadan.
- c. A copy of the restaurant's health licenses issued by the competent authorities in the country (Ministry of Health and Environment) must be provided.

