





### **INVITATION FOR EXPRESSION OF INTEREST (EOI)**

# DESIGN AND CONSULTANCY SERVICE FOR THE EXPANSION OF FUEL STORAGE CAPACITY AT K. FUNADHOO TERMINAL

*Date:* 14th November 2023 Reference: 60-ADM/2023/323

State Trading Organization Plc (STO) invites interested and eligible parties meeting the requirements set out in attached Instructions to Applicants to submit written Expression of Interest (EOI) for the design and consultancy services required for the expansion of fuel storage at K. Funadhoo terminal.

The eligible Parties will then be invited to submit a more detailed proposal through a restricted Request for Proposal process.

To guide you in the preparation of the EOI, please find enclosed:

- a) Annex I: Terms of Reference
- b) Annex II: Instructions to applicants
- c) Annex III: EOI Cover Letter
- d) Annex IV: EOI Proposal submission form

This letter is not to be construed in any way as an offer to contract with you/your company.

Yours Sincerely,

Abdul Wahid Moosa

&MQQ

General Manager

Procurement Department







#### **ANNEX I - TERMS OF REFERENCE (TOR)**

## 1. Company Overview

State Trading Organization Plc. (the "STO"), Head Office in the Capital City of Maldives, Male', began operations in the year 1964 with the initial intent to have a central purchasing organization to raise living standards and encourage development in the Country. Over the years STO has evolved from being a sole importer to the one of the leading Enterprise and Public Listed Company in Maldives, engaged in domestic market and international platform in a very dynamic and competitive environment.



### 2. Project Background

The project focuses on expanding the terminal storage facilities to enhance the receipt, storage, and delivery of MGO (Marine Gas Oil), ULG (Unleaded Gasoline), and JET A-1 fuels to vessels. This project includes study, development options, and engineering design, FEED (Front-End Engineering Design) Design, Tender Document Preparation, and Project Management Consultancy. The scope of work includes the following components:







## 2.1 MGO, ULG, and JET A-1 Receipt and Delivery to Vessels

✓ Design and implementation of a system for efficient receipt and delivery of MGO, ULG, and JET A-1 fuels to vessels.

#### 2.2 Storage Tanks

- ✓ Design and construction of the following storage tanks along with the required civil foundations:
  - ➤ 1 x 5,500 MT ULG storage tank
  - ➤ 1 x 12,000 MT MGO storage tank
  - ➤ 2 x 1,200 MT JET A1 storage tanks

#### 2.3 Interconnecting Pipeline and Supporting Structures

✓ Installation of an interconnecting pipeline system to connect the new storage tanks to existing pipelines and storage, including supporting structures.

#### 2.4 Product Recovery and Sampling System

✓ Design and installation of a product recovery and closed-circuit sampling system along with the necessary supporting structures.

#### 2.5 Dispensing Skid

✓ Installation of a dispensing skid for vessel loading and barrel loading along with the required supporting structures.

#### 2.6 Automation

✓ Implementation of automation systems associated with project operations to enhance efficiency and safety.







#### 2.7 Fire Protection System

✓ Design and installation of a comprehensive fire protection system for the entire project, including connections to the existing fire protection system.

#### 3. Scope of Work

The project scope involves hiring and consultancy for the design & project management and hiring an EPC contractor for implementation of the designed project. Below are the requirements from STO as part of the terminal storage expansion. The project scope comprises four main phases:

## 3.1 Phase 1: Study, Development Options, and Engineering Design

- Conduct feasibility studies, identify development options, and complete engineering design for the project.
- > Survey and Site Selection
- Conceptual Design
- Review and amend existing design for Jet A-1 storage tank.
- Regulatory Compliance

#### 3.2 FEED Design

- Develop a detailed Front-End Engineering Design (FEED) for the project.
- Develop detailed engineering specifications for the project.
- Perform risk assessments and safety reviews.
- Develop a detailed cost estimate for the project.
- Prepare a detailed project schedule.







## 3.3 Tender Document Preparation

- 3.3.1 Prepare tender documents for the selection of an EPC contractor, including:
  - Scope of work.
  - Technical specifications.
  - Commercial terms and conditions.
  - > Evaluation criteria.
  - Project schedule.
- 3.3.2 Issue the tender documents to potential EPC contractors.
- 3.3.3 Evaluate and select the most qualified EPC contractor based on predefined criteria.

#### 3.4 Project Management Consultancy

- 3.4.1 Provide project management services for the implementation phase, including:
  - Project scheduling and monitoring.
  - Quality control and assurance.
  - Risk management and mitigation.
  - Procurement and contractor management.
  - Cost control and financial oversight.
- 3.4.2 Oversee and coordinate the activities of the selected EPC contractor to ensure project delivery on time, within budget, and meeting quality standards.
- 3.4.3 Monitor and report on project progress to the STO.







### 4. Conclusion

This TOR outlines the scope of the project, including consultancy for the terminal storage expansion and subsequent EPC contractor hiring. The project aims to enhance the receipt, storage, and delivery of MGO, ULG, and JET A-1 fuels to vessels while ensuring the highest standards of safety, efficiency, and automation. The consultancy phase will be divided into four sub-phases to ensure comprehensive project development and management.







#### **ANNEX II - INSTRUCTIONS TO APPLICANTS**

#### 1. General Condition

- a) STO invites EOIs for the design and consultancy services required for the expansion of fuel storage at K. Funadhoo terminal.
- b) The applicant shall bear all costs associated with the preparation and submission of the EOI, and STO will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the solicitation.
- c) To assist in the assessment and comparison of EOI proposals, STO may, at its discretion, ask any proponent to submit further documents for clarification and verification of the applicant's EOI proposal.

## 2. EOI Proposal

#### The EOI must comprise the following documents:

- a) EOI Cover letter
- b) EOI Submission Form
- c) Bidder details: company's business name, country of incorporation, registry number; address of the corporate headquarters and its branch office(s), date of incorporation and/or commencement of business, company's Memorandum of Association and Article of Association.
- d) Details of individual who will serve as the point of contact for STO from the side of the Bidder, including Name, Designation, Address, Telephone Number, E-Mail Address, Fax Number, and Power of Attorney from the Bidder.
- e) Company Profile and shareholders details
- f) Reference letter/s of work Experience of the bidder
- g) Team Experience: CVs of team members as per Annexure IV.







#### 2.1 Queries and response

- For additional information, clarification or any communication relating to this EOI,
   bidders may write to tenders@sto.mv
- Deadline for clarifications: 21st November 2023, 16:00 hours Maldives local time.
- Responses to all clarifications will be emailed before 22<sup>nd</sup> November 2023, 23:00 hours
   Maldives local time.

#### 3. Submission of EOI

- a) The EOI shall be type-written and signed by the applicant or a person or persons, duly authorized by the applicant to submit the proposal.
- b) The applicant shall submit their EOI via email to tenders@sto.mv clearly subjected "Design and consultancy service for expansion of fuel storage capacity at k. Funadhoo terminal."
- c) Deadline for submission is **27**<sup>th</sup> **November 2023, 1600hrs**, Maldives Time. EOI Proposal should be emailed to tenders@sto.mv along with required documents, on or before the submission deadline.
- d) STO may, at its discretion, extend this deadline for the submission of the EOI, in which case all rights and obligations of STO and applicants previously subject to the deadline will thereafter be subject to the deadline as extended.
- e) Any EOI received by STO after the deadline for submission of EOI will be rejected.
- f) The applicant may withdraw its EOI after submission, provided that written notice of the withdrawal is received by STO prior to the deadline for submission. No EOI may be modified after passing of the deadline for submission of EOI.







## 4. Criteria for shortlisting applications

To be considered eligible, applicants must have successfully completed **both** similar nature of work outlined below:

- a. Design and consultancy service for oil and gas custody transfer facility with a minimum throughput of 300,000 BBL.
- b. Design and consultancy service for Jet A-1 custody transfer facility with a minimum throughput of 18,000 BBL.

#### **Terms and Conditions:**

- Completed works should have been executed within the past 7 years as the main contractor.
   Subcontracted projects will not be considered.
- In the case of a Joint Venture (JV) involving two or more parties, the criteria for shortlisting applications will apply to each participating party.
- Applicant experience will be validated by reference letters, completion certificates, or any documentation issued by Companies, Government Entities, Institutions, Commissions, etc. (any legal or government entity).
- The provided documents must include the following details:
  - Project value
  - Contract duration
  - Actual work duration
  - Work commencement date
  - Actual work completion date
  - Work performance details







#### 5. Evaluation of EOI

- a) To assist in the examination, evaluation, and comparison of EOIs, STO may at its discretion ask the applicant for clarification of its EOI. The request for clarification and the response shall be in writing via email and no change in substance of the EOI shall be sought, offered, or permitted.
- b) Prior to the detailed evaluation, STO will determine the substantial responsiveness of each EOI through preliminary examination of documents submitted. A substantially responsive offer is one which conforms to all the terms and conditions of the EOI.
- c) An EOI proposal determined as not substantially responsive will be rejected by STO.
- d) This EOI does not entail any commitment on the part of STO, either financial or otherwise. STO reserves the right to accept or reject any EOI without incurring any obligation to inform the affected applicant/s of the grounds.
- e) For additional information, clarification or any communication relating to this EOI, applicants may write to tenders@sto.mv

#### 6. Notices

- a) This Invitation for an EOI does not constitute a solicitation. STO reserves the right to change or cancel the requirement at any time during the EOI and/or the Tender Process. Thus, submitting a reply to this Invitation for an EOI does not automatically guarantee that the party will be considered for the Tender Process. STO undertakes to maintain confidentiality and protect information contained in the EOI documents to be used for any other purpose other than for this EOI.
- b) Bidders may attend a site discussion to ensure the understanding of the opportunity and the requirement of the EOI.







Date:

### **ANNEX III - COVER LETTER**

To: Mr. Abdul Wahid Moosa General Manager Procurement Department. State Trading Organization Plc. Boduthakurufaanu Magu, Male'

Email: <u>tenders@sto.mv</u>

## DESIGN AND CONSULTANCY SERVICE FOR EXPANSION OF FUEL STORAGE CAPACITY AT K. FUNADHOO TERMINAL

The intent of this Letter is to provide a written expression, in response to EOI Notice (60-ADM/2023/323) for design and consultancy for expansion of fuel storage at K. Funadhoo terminal.

We/I, the undersigned, declare that:

The EOI proposal comprise the following documents;

- a. EOI Cover Letter
- b. EOI Submission Form
- c. Bidder details: Company's business name, country of incorporation, registry number; address of the corporate headquarters and its branch office(s), date of incorporation and/or commencement of business, company's Memorandum of Association and Article of Association.
- d. Details of individual who will serve as the point of contact from STO from the side of the Bidder, including Name, Designation, Address, Telephone Number, E-mail Address, and Power of Attorney from the Bidder
- e. Company Profile and Shareholders details
- f. Reference letter/s of work experience of the bidder.
- g. Team Experience: CV to be submitted along with the EOI submission form

In witness thereof, we submit this EOI proposal under and in accordance with the terms of the Information to the bidder and TOR document.

Yours faithfully,

(Seal, Signature, name and designation of the Authorized signatory to be filled in by the applicant)

State Trading Organization plc | Boduthakurufaanu Magu, Maafannu, Malé 20345, Republic of Maldives Media Contact | T (+960) 3344 333 Email: info@stomaldives.net سَطِيَّةُ عُلَّى عَدَ مُرَسِّمَ عَسَمَّهُ وَمِرَ الْمَا مُرَوْمُ وَدُّ، وَرَحْمُهُ وَجَ 20345 مِرْمِ مُرَدَّةً info@stomaldives.net مِوْمَدُ 3334 عَمَّدُ 3334 مِوْمِدُّةً وَمُعَالِّمُ عَلَيْهِ أَنْهُ عَلَيْهِ عَلَيْهِ الْ





1. Background

1.1 Contact



Registration Number: C-186/2001

### **ANNEX IV - EOI SUBMISSION FORM**

## DESIGN AND CONSULTANCY SERVICE FOR EXPANSION OF FUEL STORAGE CAPACITY AT

| DESIGN AND CONSCETANCE | SERVICE FOR EXPANSION OF | TOLE STORAGE CATACITY AT |
|------------------------|--------------------------|--------------------------|
|                        | K. FUNADHOO TERMINAL     |                          |

# Name Physical address Mailing address Telephone e-mail Website

## 1.2 Legal Registration (if any)

| Place of registration & registration | Date of incorporation | Director's names |
|--------------------------------------|-----------------------|------------------|
| No.                                  |                       |                  |
|                                      |                       |                  |
|                                      |                       |                  |
|                                      |                       |                  |







### 2. Experience

Registration Number: C-186/2001

## 2.1 Geographical coverage and experience working with international organizations.

| Criteria   | Response |
|--|----------|
| Geographical list showing where work has been conducted in |          |
| the past three years                                       |          |
| Previous experience working with other international       |          |
| organizations.   |          |
| Previous experience in working with STO                    |          |

## 2.2 Completed works.

Outline of assignments relevant to this present EOI that were completed by the Bidder within last 7 years, (Accepted as reference letters / Completion letters issued by client for similar nature of work: Design and consultancy service for oil and gas custody transfer facility or throughput of 300,000 BBL minimum and Design and consultancy service for Jet A-1 custody transfer facility with a throughput of 18,000 BBL minimum.

| d contact details                  |                  | Description (include title of the project and brief statement describing the nature of the assignment) – | Details of Affiliated or Sub- | (if any)      | MT)                   | /R/USD)                 | Product Type (JET Fuel/ Diesel /Petrol) |                   |
|------------------------------------|------------------|--|-------------------------------|---------------|-----------------------|-------------------------|---|-------------------|
| Name of client and contact details | Project location | Description (include title of the prand brief statement describing the nature of the assignment) –       | Company Name                  | Scope of work | Storage capacity (MT) | Project Value (MVR/USD) | Product Type (JET                       | Completed<br>Date |
|                                    |                  |  |                               |               |                       |                         |   |                   |







## 2.3 Ongoing works

Details of current projects in progress (Accepted only as reference letters, contract or award notification letters issued by client)

| act details   | le of the project and<br>ng the nature of the  |               | Details of<br>Affiliated or | Sub-<br>Contracting<br>Parties (if any) |                       | D)                      | a  |                    |
|---|--|---------------|-----------------------------|---|-----------------------|-------------------------|--|--------------------|
| Name of client and contact details Project location | Description (include title of the project and brief statement describing the nature of the | assignment) – | Company name                | Scope of work                           | Storage capacity (MT) | Project Value (MVR/USD) | Product Type<br>(JET/ Fuel Diesel/ Petrol) | Completion<br>Date |

## 3. Team Experience:

Bidder shall submit CV's of below mentioned team members.

- 3.1 Bidder is expected to have experience as per the following table. (Details of the project team should be provided for the final proposal stage, phase 2 for assessment / evaluation)
- 3.2 Qualification documents and work experience reference letters to be provided upon request from STO to validate and measure the experience/capability.







| #  | Minimum requirements | Field experience (years)   |
|--|----------------------|--|
| Project Manager                            | 1                    | Minimum 15 years managing fuel terminal related projects                         |
| Business consultant                        | 1                    | Minimum 15 years of experience related to fuel terminal projects                 |
| Engineering Manager / Technical consultant | 1                    | Minimum 15 years of experience related to fuel terminal projects                 |
| Safety Manager                             | 1                    | Minimum 10 years of experience in HSE related to fuel terminal projects          |
| Contract Manager                           | 1                    | Minimum 10 years of experience managing construction contracts of fuel terminals |
| Quality Manager                            | 1                    | Minimum 10 years of experience in QA/QC in construction of fuel terminals        |
| JIG Inspector                              | 1                    | Minimum 5 years of experience in JIG inspections for Jet Fuel storage facilities |
| Lead Mechanical Design Engineer            | 1                    | Minimum 10 years of design experience related to fuel terminal projects          |
| Lead E&I Design<br>Engineer                | 1                    | Minimum 10 years of experience related to fuel terminal projects                 |
| Lead Civil Design<br>Engineer              | 1                    | Minimum 10 years of experience related to fuel terminal projects                 |







## Details of project team (including affiliated members)

| 1. | Title of position: Project Manager  |
|----|---|
|    | Name:   |
|    | ☐ Company Staff   |
|    | ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |
|    | (please tick the appropriate box)   |
|    | Highest Qualification:  |
|    | Experience (# of years):  |
| 2. | Title of position: Business consultant  |
|    | Name:   |
|    | ☐ Company Staff   |
|    | ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |
|    | (please tick the appropriate box)   |
|    | Highest Qualification:  |
|    | Experience (# of years):  |
| 3. | Title of position: Engineering Manager / Technical consultant                   |
|    | Name:   |
|    | ☐ Company Staff   |
|    | ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |







|    | (please tick the appropriate box)  | -186/2 |
|----|--|--------|
|    | Highest Qualification:   |        |
|    | Experience (# of years):   |        |
|    |  | 1      |
| 4. | Title of position: Safety Manager  |        |
|    | Name:  |        |
|    | ☐ Company Staff ☐ Affiliated member (Consent letter of the affiliated member shall be provided)  (please tick the appropriate box) |        |
|    | Highest Qualification:   |        |
|    | Experience (# of years):   |        |
| 5. | Title of position: Contract Manager  |        |
|    | Name:  |        |
|    | ☐ Company Staff ☐ Affiliated member (Consent letter of the affiliated member shall be provided)                                    |        |
|    | (please tick the appropriate box)  |        |
|    | Highest Qualification:   | +      |
|    | Experience (# of years):   |        |







| 6. | Title of position: Quality Manager  | -186/2001 |  |  |  |  |
|----|---|-----------|--|--|--|--|
|    | Name:   |           |  |  |  |  |
|    | ☐ Company Staff ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |           |  |  |  |  |
|    |   |           |  |  |  |  |
|    | (please tick the appropriate box)   |           |  |  |  |  |
|    | Highest Qualification:  |           |  |  |  |  |
|    | Experience (# of years):  |           |  |  |  |  |
|    |   | 1         |  |  |  |  |
| 7. | Title of position: JIG Inspector  |           |  |  |  |  |
|    | Name:   |           |  |  |  |  |
|    | ☐ Company Staff   |           |  |  |  |  |
|    | $\square$ Affiliated member (Consent letter of the affiliated member shall be provided)         |           |  |  |  |  |
|    | (please tick the appropriate box)   |           |  |  |  |  |
|    | Highest Qualification:  |           |  |  |  |  |
|    | Experience (# of years):  |           |  |  |  |  |
| 8. | Title of position: Lead Mechanical Design Engineer  |           |  |  |  |  |
|    | Name:   |           |  |  |  |  |
|    | ☐ Company Staff   |           |  |  |  |  |
|    | ☐ Affiliated member (Consent letter of the affiliated member shall be provided)                 |           |  |  |  |  |







|     | (please tick the appropriate box) <sup>C-186</sup>                              |
|-----|---|
|     | Highest Qualification:  |
|     | Experience (# of years):  |
| 9.  | Title of position: Lead E&I Design Engineer                                     |
|     | Name:   |
|     | ☐ Company Staff   |
|     | ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |
|     | (please tick the appropriate box)   |
|     | Highest Qualification:  |
|     | Experience (# of years):  |
|     |   |
| 10. | Title of position: Lead Civil Design Engineer                                   |
|     | Name:   |
|     | ☐ Company Staff   |
|     | ☐ Affiliated member (Consent letter of the affiliated member shall be provided) |
|     | (please tick the appropriate box)   |
|     | Highest Qualification:  |
|     | Experience (# of years):  |







## 4. Certification

I, the undersigned, warrant that the information provided in this form is correct and, in the event of changes, details will be provided as soon as possible:

| Name:                |
|----------------------|
| Title / Designate:   |
| Signature:           |
| Date:                |
| Company Seal / Stamp |