



KHULNA SHIPYARD LIMITED

BANGLADESH NAVY, KHULNA

Notice No. BABE (F)-INSPECTION/2024-2025/05

Dated: 12 February 2025

INTERNATIONAL TENDER NOTICE

01	Procuring Entity Name	Khulna Shipyard Limited
02	Invitation For	Appointment of Pre-Shipment Inspection (PSI) Agent
03	Invitation Reference No.	BABE(F)-INSPECTION/2024-2025 Dt. 12/02/2025
04	Procuring Method	Open Tender
05	Budget & Source of Funds	Own Cash Finance
06	Tender Last Selling Date	05 March 2025
07	Tender Closing Date & Time	06 March 2025 Time: 1115 A.M.
08	Tender Opening Date & Time	06 March 2025 Time: 1130 A.M.
09	Name & Address of the Office for Selling of Tender Documents:- (1) Cash Section, Khulna Shipyard Ltd. Bangladesh Navy, Khulna. (2) Naval Store Sub Depot, Khilkhat Nama Para, Khilkhat, Dhaka. Receiving & Opening Tender Khulna Shipyard Ltd, Bangladesh Navy, Khulna (Tenderer's and their Authorized Representatives are allowed to attend)	
10	Price of Tender Document	Tk. 1,000.00 (Tk. One Thousand) Non-refundable.
11	Contact Details of Official	Mob: +8801674950715 Email: oiccomf.ksy@gmail.com
12	Special Instructions	The Procuring Entity reserves the right to reject all or any Tenders prior to acceptance without showing any reason.

Manager Admin



KHULNA SHIPYARD LIMITED

BANGLADESH NAVY, KHULNA

PHONE : 02-47772 0003

E-mail : contact@khulnashipyard.gov.bd, oiocomf.ksy@gmail.com

BABE (F)-INSPECTION/2024-2025

12 FEBRUARY 2025

DUE FOR OPEN ON 06 MARCH 2025 AT 1130 HOURS

APPOINTMENT OF PRE-SHIPMENT INSPECTION (PSI) AGENT

1. Khulna Shipyard Limited, Bangladesh Navy, Khulna (KSY-BN) invites sealed quotations for appointment of pre-shipment inspection agent who will carry out PSI works of various goods/materials to be purchased by the KSY-BN, Khulna from abroad.
2. The required eligibility of the prospective Pre-shipment Inspection Agent for participation in the tender should be:
 - a. The tenderer i.e. the interested Pre-shipment Inspection Agent must be an internationally reputed Inspection Agent/Company.
 - b. The tenderer must have their own branches/offices in most of the important countries of the world and must also have their own laboratories in those countries. The tenderer's establishment in Bangladesh will also be the basis of evaluation whether the tenderer firm is properly organized.
 - c. The tenderer must have minimum 10 (ten) years experience in Pre-shipment Inspection works.
 - d. The tenderer must have permission from the Bangladesh Bank for operating within and/or outside Bangladesh as a recognized Pre-shipment Inspection Agent.
 - e. The Pre-shipment Inspection Agent should not have any direct/indirect business connection with any Firm/Organization inside or outside the country dealing in the materials/equipment and spares likely to be used by Khulna Shipyard Ltd., Bangladesh Navy, Khulna. The tenderers must have to submit declaration to this effect along with their offers.
3. **PERIOD OF THE CONTRACT.** The Pre-shipment Inspection (PSI) Agent will be appointed for a period of 3 (three) years commencing from 2025 to 2027.
4. **PRICE OF TENDER SCHEDULE.** Tk. 1,000.00 (Taka One thousand) non-refundable.
5. **PROCEDURES FOR SUBMISSION OF TENDER.** The tenderers will be required to submit one for technical proposal and the other for price proposal as per list at schedule serial no 10.
 - a. **TECHNICAL QUOTATIONS.** Tenderers will submit the following documents and informations:
 - i. List of own offices and principal offices abroad with names, address, telephone, e-mail and fax no. and also their authorization letters.
 - ii. List of own and principal laboratories abroad with address and description of the equipment and facilities. The documentary evidence regarding existence of such facilities duly notarized or with a certificate from the Chamber of Commerce of the country of origin.
 - iii. Copy of permission from the Bangladesh Bank for operating Pre-shipment Inspection works within and/or outside Bangladesh.
 - iv. Bankers sealed confidential report on normal and financial standing.
 - v. List of contracts showing the nature of Inspection works done and the value involved during last 10 (ten) years.
 - vi. Photostat copies of communications/certificates confirming that the tenderer has been successfully performing the work of Pre-shipment Inspection Agency from reputed Organizations preferably Govt. Dept. Sector Corporation, Autonomous bodies etc. of Bangladesh which will include among other things the following:

- a. Name of Organization for which they worked and now are working.
- b. Types of commodities inspected or being inspected by the firm.
- c. Certificate of good performance from/in Local Organizations, preferably Govt. sector Corporation, Autonomous Bodies etc. of.
- d. Laboratories facilities in Bangladesh. In the event of any tendering firm does not have their own Laboratory facilities in Bangladesh, they must have their own arrangement with BSTI, BCSIR, BUET and BFRT and a certificate to this effect from the said institutions must be furnished with the said technical offer.
- vii. Date of establishment of tenderers office in Bangladesh and year of functioning as Pre-shipment Inspection Agent in Bangladesh.
- viii. Organizational set-up of the tenderers office in Bangladesh showing total manpower for such Inspection works.
- ix. Particulars of the personnel in the local office having expertise in handling of pre-shipment Inspection work.
- x. Terms of payment (Offer in Bangladesh currency).
- xi. Original money receipt and signed tender documents.
- xii. Any other information relevant to Pre-shipment Inspection work.
- xiii. Original money receipt issued by KSY-BN, Khulna/NSSD Dhaka, against payment of the cost of tender documents should be enclosed with the tender.

b. **PRICE/RATE QUOTATION.** The tenderer will quote their rate of Inspection fees in Bangladeshi Taka against each item shown in schedule serial no 10.

6. The rate quoted must be firm and comprehensive in all respect. Minimum rate/fees shall be given weightage but this will not constitute the only criteria for selection.

7. The quotation should remain valid for at least 90 (ninety) days from the date of opening of the tender as indicated in clause 8 below.

8. The tenders will be received upto 11-15 A.M. (Local time) on 06 MARCH 2025 at the following address:

**MANAGING DIRECTOR
KHULNA SHIPYARD LIMITED
BANGLADESH NAVY, KHULNA, BANGLADESH**

The envelope containing quotations should be sealed, addressed to Managing Director mentioned above and the following should be written on the envelope:

TENDER NO. BABE (F)-INSPECTION/2024-2025 DATED 12 FEBRUARY 2025
DUE FOR OPENING 11-30 A.M. ON 06 MARCH 2025

Tender may be dropped in the tender box kept in Main Gate of Khulna Shipyard Ltd, Bangladesh Navy, Khulna or sent by registered post so as to reach this office by the above specified time and date, as late tender submission/receipt of quotations shall not be considered. The authority may ignore any tender which fails to comply with these instructions. Schedule 'A' must accompany the tender.

9. **THE FUNCTIONS AND RESPONSIBILITIES OF THE PRE-SHIPMENT INSPECTION (PSI) AGENT.** In the event of acceptance of the tender, the tenderer shall have to abide by the terms and conditions mentioned below:

- a. The tendering firm shall include all its representative, agent, sub-agent, attornies, associates, executors and successors who shall be held responsible for accepting incorrect or sub-standard goods not in conformity with specification. Khulna Shipyard Ltd, BN, Khulna, without prejudice to other legal remedies shall have complete power and right to get the stores re-inspected for quality, standard and quantity. The decision of the KSY-BN, Khulna, in this regard shall be final and binding on the tenderer. If the KSY-BN, finds that the tenderer accepted incorrect or sub-standard goods, tenderer shall not be entitled to claim

any inspection fee. Moreover, tenderer will be liable to compensate the loss which the KSY-BN sustains owing to tenderer's conducting wrong inspection.

b. Responsibility for proper inspection and acceptance of goods will entirely and totally rest on the tenderer in accordance with the international practice.

c. If the supplier makes unnecessary delay in placing stores for inspection and if the tenderer thinks that such delay may hamper timely shipment of consignments, this will bind the tenderer to bring such case within reasonable time to the notice of the Khulna Shipyard Ltd., Bangladesh Navy, Khulna, for appropriate action.

d. Inspection will be carried out in accordance with the provisions laid down in the specifications governing individual supply and in the absence of the same in accordance with the normal international trade practice. Before inspection the inspection report format must be checked & approved by KSY.

e. Inspection certificate will be issued just before on board of goods/ materials at ship by the tenderer only for such items of consignments as are inspected and accepted by the tenderer under advice to all concerned.

f. The tenderer will be responsible to maintain liaison with KSY-BN, Khulna.

g. Inspection will be carried out by the tenderer well in time so as to ensure shipment within the stipulated period or in accordance with the delivery program stipulated in the individual contract. Inspection of stores after expiry of shipment or delivery period shall not be carried out unless expressly authorized by KSY-BN, Khulna.

h. **CANCELLATION OF CONTRACT.** In case, on receipt of any consignment, KSY-BN, Khulna is not satisfied with the inspection standard of the tenderer, KSY-BN, Khulna will be at liberty to cancel the contract at the tenderers risk and expenses.

i. **RE-INSPECTION.** The tenderer will have to bear all cost for second inspection/test/examination if carried out at the instruction of KSY-BN, Khulna, in case, it is considered that the quality of the tenderer's inspection has not been carried out upto the standard and not strict as per specification stipulated in the contract.

j. The tenderers are required to perform all or any of the actual inspection function enumerated below depending upon the exigency of the situation and also on the special instruction issued from this office from time to time. Tenderers are to submit quotations for each of the individual items separately.

k. The tenderer will arrange usual, mechanical and physical inspection, laboratory test/analysis of stores, wherever necessary, offered for inspection and carryout any other necessary tests according to the particulars and specifications stipulated in the purchase contract. No deviation from the specifications in the purchase contract shall be permitted by the tenderer without prior concurrence of the KSY-BN, Khulna.

l. The tenderer will arrange, wherever necessary, stage inspection and testing of entire equipments/stores/materials with regard to the performance, quality and quantity workmanship.

m. The tenderer will arrange supervision of weighment, supervision of loading at loading port, quality and quantity, checking accordance with the terms of individual purchase contract.

n. The tenderer will arrange to endorse/ certify the mill test certificate, classification certificate etc.

o. The tenderer will arrange inspection of packing and marking in accordance with the terms of individual purchase contract.

p. In case of purchase/purchases made abroad directly or through Agents in Bangladesh, a clause will be incorporated in such purchase orders to the effect that supplier/manufacturer will provide the tenderers or their nominees, facilities to inspect and carry out tests as provided in the specifications governing suppliers or in conformity with the

normal international norms of inspection. If the supplier / manufacturer does not provide such facilities the tenderers will immediately intimate the Khulna Shipyard Ltd., Bangladesh Navy, Khulna.

q. The appointed Pre-shipment Inspection Agent shall not disagree / refuse / express their inability to carryout Pre-shipment Inspection in any country / place / port of the world.

r. The inspection agent should have well communication / network and well connection with different countries of the world to assist the KSY-BN, Khulna time to time in respect of having confidential report about reputation / performance of different prospective sellers / clients abroad.

10. **PSI FEES RATE AGAINST DESCRIPTION OF GOODS / MATERIALS.** A comprehensive list of stores to be purchased by KSY-BN, Khulna, generally from abroad is given below for guidance and a schedule of PSI fees rate following goods / materials will be provided:

- a. Ship Building Materials (Pig Iron, M. S. Plates/ M. S. Sheets, M.S. Angle, Bulb Plate, Zinc Ingot, Tin Ingot, Lead Ingot, Aluminum Ingot, Aluminum Plate, Aluminum Angle, Aluminum Wire, Copper Ingot, Ferrous and Non-ferrous Alloys, Refractory materials etc.).
- b. Complete plant, engg. Items (e.g. mechanical and electrical equipments including crane, Fork Lifts, other Lifting equipments Trolleys etc. and their spares).
- c. General hardware stores including mill stores tarpaulins, hardboard abrasives, emery cloths, welding rods, materials and sets etc.
- d. Chemicals, Minerals and Industrial Raw materials.
- e. Spare Parts (Hand Tools, Small Tools and Machinery Tools etc. and their spares).
- f. Structures and structural materials.
- g. Special type of paint and varnishes.
- h. Marine Propulsion Engines, Gear Boxes, Stern Gear & Power Generating sets.
- i. All other miscellaneous items(Scientific and survey equipments including laboratory wares, Cement, Timber, all types of refractory materials. Lignum vitae wood, SSB Radio Telephone Set, VHF set, Walkie-Talkie set, Radio, Television, Refrigerators and Air Coolers/Air Conditioning plant etc.) required by KSY-BN, Khulna.
- j. Minimum fees per consignment/ per intervention that does not mentioned above.

The above list is only an indication and may not be taken as exhaustive. **Tenderer will provide a pre-shipment inspection (PSI) fee schedule of rate for above goods/ materials on percentage basis CFR value.** Inspecting contract is proposed to be concluded for a period of three years. The tenderers should submit a certificate to the effect that they accept all the terms and conditions of the tender enquiry.

11. **EARNEST MONEY.**

- a. The tender must be accompanied with a Bank draft /Pay order of Tk. 1,00,000.00 (tk one lac) drawn from a Govt. scheduled Bank of Bangladesh as earnest money/ bid bond in favour of KSY-BN, Khulna.
- b. Overseas tenderers should also furnish similar earnest money by Pay order/ Demand Draft unconditional Bank guarantee valid for 120 days through a scheduled Bank of Bangladesh.
- c. The earnest money of the unsuccessful tenderers will be returned as soon as possible after finalization of the deal.
- d. The earnest money is liable to forfeiture if the tenderers for any reason, whatsoever, withdraw as or modifies its offer after opening of the tender in public and before expiry of the validity of the offer or fails to undertake the contract in terms of the tender accepted by the KSY-BN, Khulna.

12. **SECURITY DEPOSIT.** The successful tenderer shall be required to furnish within ten days from the date of issuance of the "Letter of Intents" a security deposit (as a Pay Order) of Tk. 5,00,000.00 (taka five lac) only at the discretion of the KSY-BN, Khulna, which shall be released to the tenderer only after the successful completion of the contract and final adjustment of accounts. The security deposit shall be furnished in the form of Bank draft / Pay order or by Bank guarantee

in favour of KSY-BN, Khulna, valid beyond 6 (six) months from the contract period issued by a Govt. scheduled Bank of Bangladesh. The security deposit will be forfeited, if the Inspectors / Inspecting Agents fail to inspect the stores as per contract or commits any breach of contract.

13. **PAYMENT OF INSPECTION FEES.** The bidders should indicate in their tender the details of the amount payable to them for inspection services. Payment of inspection fees shall be made to the inspection agent against the following documents:

- a. Inspection certificate indicating that inspection was carried out by the inspector strictly in accordance with contractual specification.
- b. Debit note.
- c. Certificate that no payment has previously been made against this submitted bill.
- d. Copy of supplier's invoice and bill of lading.

14. **ASSESSMENT OF BIDS.**

- a. The assessment of bids shall be made on the basis of tender terms.
- b. CFR value on percentage basis to be converted into Bangladesh currency as per official rate of exchange (BC rate) prevalent on the date of opening of tender.
- c. Past performance of the bidders.
- d. Any other advantageous to the KSY-BN, Khulna.

15. **SPECIAL CONDITIONS.**

- a. The tenderers may indicate any other terms and conditions in their offer in addition to the terms and conditions specified above.
- b. KSY-BN, Khulna, shall reserve the right, inspite of any agreement with the successful tenderers, to entrust inspection work in any purchase contract to any other organization in its sole discretion.
- c. Tenderer can not disagree or convey its inability to carryout inspection of our goods in any country irrespective whether payment of fees will be made by buyer or seller for that particular consignment.

16. **REJECTION OF OFFER.** Offer(s) of the bidders may be rejected at the discretion of the management due to the following reasons:

- a. If the documents as per clause no. 5 of the tender inquiry are not submitted.
- b. If all the pages of tender documents including duly sealed and signed as a taken of acceptance of the tender terms are not submitted.

17. **SETTLEMENT OF DISPUTES.** In the event of dispute with regard to the interpretation of the particulars / specification of the inspection of the stores stipulated in the contract or the standard of inspection, if any, when concluded, the decision of Khulna Shipyard Ltd., Bangladesh Navy, Khulna, will be final and binding on the inspection agency. In such case of complaint, no inspection fee would be payable. The venue for settlement of all such dispute will be in KSY-BN, Khulna, Bangladesh.

18. **MULTIPLE INTERVENTION.** Multiple intervention to suit the convenience of the supplier /manufacturer shall be payable by the supplier which will be stipulated in all tenders and purchase orders/documents so that they are bound to fulfil their obligations in respect of inspection facilities.

19. **TERMINATION.**

- a. If it is found according to the job that the successful tenderers are not carrying out their obligations to KSY-BN, Khulna, under this contract satisfactorily, or they are / have been blacklisted by the Government or debarred from conducting business, declared but amounting to a default on the part of the tenderer, the contract shall be terminable at KSY-BN, Khulna at its sole discretion.

b. The contract can be terminated without assigning any reason by giving two months notice in advance by either party.

20. Tenderers should submit a certificate with the offer to the effect that they have gone through the instructions and terms and conditions stipulated in the tender and they have accepted them.

21. The Khulna Shipyard Ltd., Bangladesh Navy, Khulna reserves the right to accept the tenderer's offer either in full or in part of the prices quoted by the tenderer. The KSY-BN, Khulna, is not also bound to accept the lowest tender. The KSY-BN, Khulna, reserves the right to accept or reject any or all tenders without assigning any reason whatsoever.

Yours faithfully

SK. SHAH MOSIUR RAHOMAN
Manager Purchase
For Managing Director