

# Invitation for Expressions of Interest (EOI)

## Information Submission Form

The Ministry of Industries/ BCCLankaLtd.

### 1. Project Information

<b>Title of the Project</b>	<b>Importation of Disintegrated Dehydrated Coconut kernel with outer Brown skin.</b>
<b>Reference No</b>	
<b>Name of the Company</b>	

### 2. Contact Information of the Company:

<p>Name of the Company:</p> <p>Details of business registration of theCompany :</p> <p>Number of years in operation:</p> <p>VAT registration number (if applicable):</p> <p>Address:</p> <p>Telephone numbers:</p> <p>Fax number:</p> <p>E-mail address: <i>(Note: all correspondence will be sent to this e-mail address)</i></p> <p>Name, designation and the contact information of the person who will act as the contact point in relation to the proposed assignment:</p> <p>Name:</p>
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Address:

Telephone numbers:

Fax number:


E-mail address:

**3. Competencies of the Company:**

(Please provide the information to establish the competence of the company to carry out the activities of the proposed Importation, which are described in Section 3 of the Terms of Reference)

**A. Exclusive local Agent (in cooperated in Sri Lanka) and exclusivity of manufacturer's or his nominee to carry out the function of this importation including freight & insurance.**

The structure of the exclusive local agent, indicating its different units and their functions which are related to the scope and the objectives of the proposed importation:



**B. Technical Competence of the Company:**

<b>Core functions of the exclusive local Agent:</b>	
1. Understanding of Technical spec.	•
2. Tested report from each manufacturer followed by accredited laboratories at origin country.	•
3. Visibility/monitoring system of manufacturing process of each manufacturer	•
4. Proficiency of following phytosanitary requirements	•

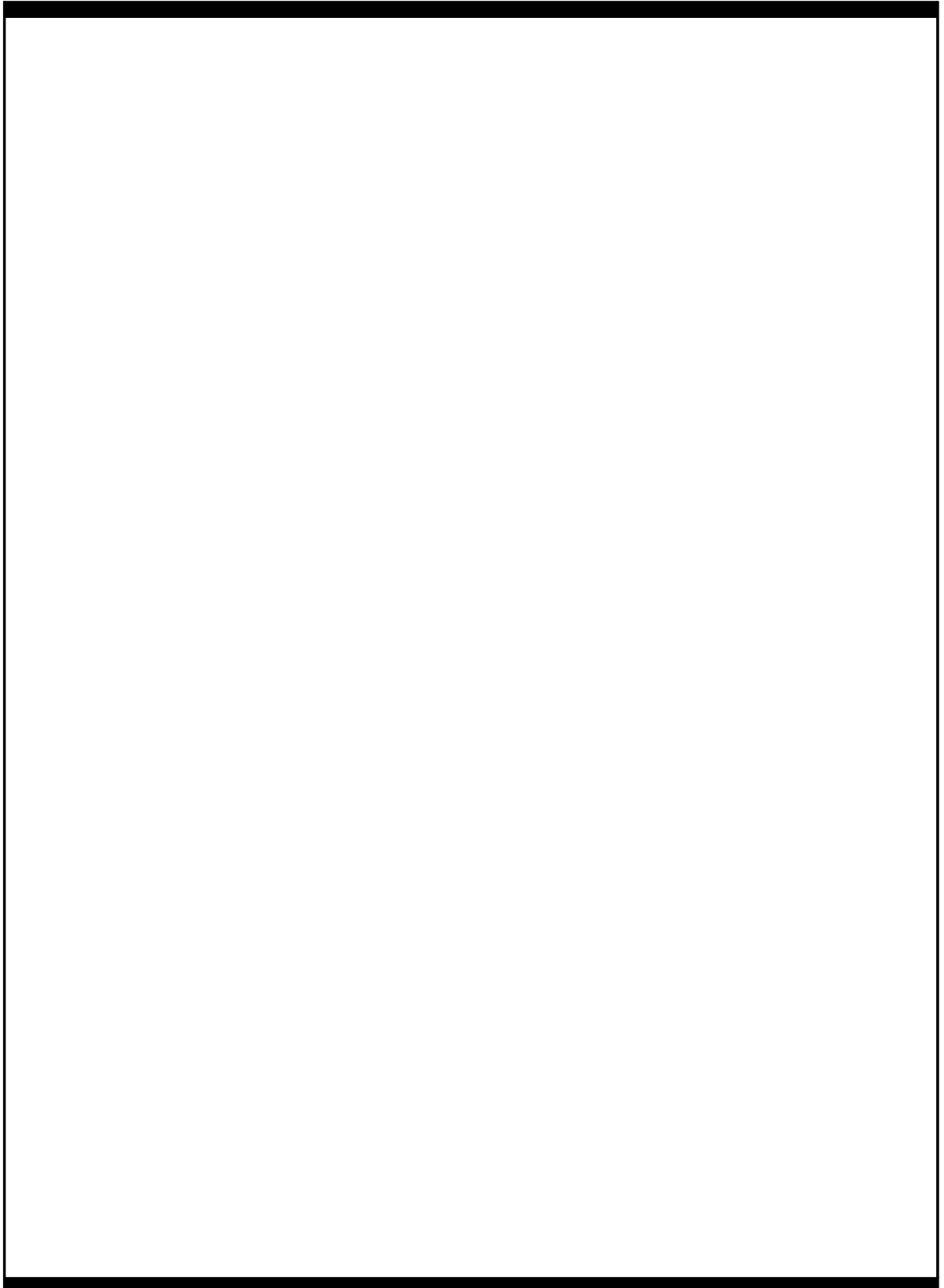
**C. Exclusive agency agreement with origin country & Sales agreements with manufacturers**

Please provide information on exclusive agency agreement and sales agreement in carrying out the Importation, which are most recent and relevant to the scope of the proposed importation.

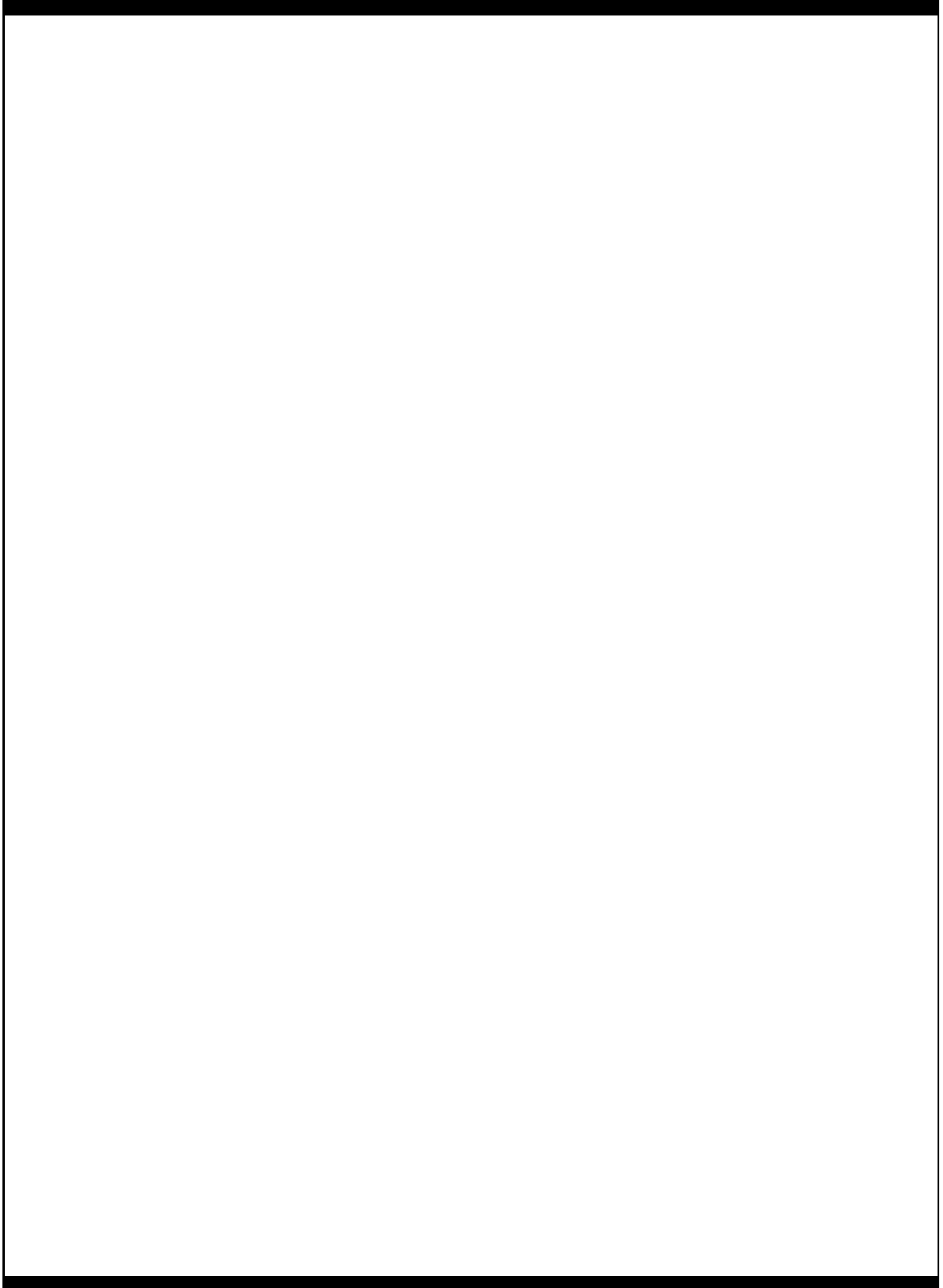
**Information Sheet**

1	Company Name		
2	Name of the foreign company at origin		
3	Foreign company Reference (Contact Person & Contact Number)		
4	Origin Country		
4	Manufacturers Location within the Country		
5	Participation (Please tick the relevant box)	<input type="checkbox"/>	As manufacturer
		<input type="checkbox"/>	As exclusive agent of manufacturers
10	Start Date (dd/mm/yyyy)		
11	Period of engagement		
12	Names of Associate companies (if any)		
13	Supplier capacity per month ( MT) (Disintegrated Dehydrated Coconut kernel with outer Brown skin)		
14	Product shelf life (Months )		

- D. Provide the methodology and the workplan that would be used to carry out the functions of this importation, and the proposed structure, from the manufacturers to port of Colombo.**



**E. Describe the Manufacturing Process of the Disintegrated Dehydrated Coconut kernel with outer Brown skin with the followed standards (Mention the standards & certifications)**



**4. Financial Consideration (USD)**

Please quote your rate for Disintegrated Dehydrated Coconut kernel with outer Brown skin under below categories

Rate Per KG (FOB)	\$
Rate Per KG (CIF)	\$
Rate Per MT (FOB)	\$
Rate Per MT (CIF)	\$
Total Shipment Value	\$
Bid Bond Value	\$

**5. Eligibility Declaration**

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement and the Terms of reference (TOR) for this assignment.
- We are not a local oil importer/exporter or oil manufacturer.
- We confirm, the capabilities of onsite monitoring the manufacturing process & supply chain (describe) \_\_\_\_\_
- We confirm that we have not blacklisted/de-registered/de-barred by any government/private sector institution by doing any disputation.

Name and Designation: .....

Signature: .....

Date: .....

## **6. Application process**

6.1 The sealed bid application (in English) to be inserted to the tender deposit box located at BCC Lanka Ltd.

(a) A comprehensive corporate profile to prove the exclusive agency ship of manufacturer's or his nominee and the local business registration is required to prove that the company is incorporated in Sri Lanka. (with copies of relevant documents), the structure of the company and references with full contact details should be submitted. Further, the name and designation of the official who will undertake the responsibility on behalf of the manufacturer / exclusive agent, are required.

(b) Potential conflict of interests should be avoided as per section 5.

(c) An Inception Report, including the proposed Plan of Action of the exclusive local agent, along with the estimated timeline for the completion of the required quantity

6.2 The shortlisted parties are expected to make a presentation to the evaluation committee.

6.3 The party expressing interest in this Importation should have the authority to enter into a legal contract with the BCC Lanka Ltd

6.4 The EOI and all other relevant documents must be submitted as one original hard copy. The sealed envelope containing the EOI and other relevant documents should be labeled with the reference on the top left-hand corner of the envelope.