

## INVITATION FOR GSA BIDDING

Date: 1<sup>st</sup> March, 2023

From: China Cargo Airlines Ltd. (hereinafter referred to as CK)

### REQUEST FOR PROPOSAL (RFP) FOR GSA APPLICATION IN CAMBODIA

**CLOSING TIME: 14:00 on 13<sup>th</sup> MAR, 2023 (Beijing Time)**

You are hereby invited to submit your proposal to subjected request above. Please note:

#### General Instructions

1. The package scope of this RFP is the selection of GSA for MU belly cargo service in Cambodia, the routes of which is further detailed in the attached *GSA Proposal*.
2. Proposal format: In order to conduct a thorough, efficient and objective evaluation, you're required to follow the format presented in the *GSA Proposal* attached herewith.
3. Unless specifically requested otherwise, all prices quoted shall be in USD/CNY currency.
4. Once the proposal is agreed by both parties, it shall be fixed and firm through the contract period.
5. The GSA selected by CK shall provide Cash Guarantee (CG) and Bank Guarantee (BG) in favor of CK. The amount of CG and BG shall be sufficient to cover the estimated sales in the period of one month, CG shall be at least 20% of the amount. Or according to the financial deposit management regulations. CK HQ will submit AWBs to the GSA on receipt of the CG and BG.
6. The GSA selected shall remit all settlements due CK with CK HQ in USD currency, an exchange rate of which will be offered by CK HQ to the GSA each accounting period.
7. The GSA shall perform the following functions on behalf of CK:
  - a) Sales activities of air cargo belly services on MU flights in accordance with the tariffs, rules, regulations and documentation provided by CK.
  - b) Promotion of air cargo business for CK.
  - c) Reservations for air cargo business of CK and all clerical work in connection therewith.
  - d) Overseeing the performance of Handling Agents and other customers in the territory and coordinating the settlement of accounts with them, if required, in respect of transportation via the routes handled by CK under issuance of its traffic documents (such as air waybills).
  - e) Providing CK with updated information concerning local laws/regulations, taxes, etc.
  - f) Providing CK reports of present and future market situation/estimation, including the activities of CK's competitors as well as any other sales or commercial information that might reasonably be required by CK.
  - g) Representation of CK in negotiation with Governmental authorities, officials, customers, suppliers and agencies.
  - h) Preparation of all documents/formalities required by domestic or international regulations as might be required by CK, such as an official declaration for fiscal purposes.

- i) Publicizing/advertising on request by CK. Publicity material provided by CK shall remain under CK's property.
  - j) Ensuring consignments are delivered to the receiving points designated by CK, coordinating and overseeing the ground handling operation in the territory.
  - k) Arranging appropriate introduction of CK services to all the GSA's offices in the territory and the distribution of CK's timetables, tariffs and promotional materials to the market.
  - l) Providing other relevant services that might be required by CK, such as build up materials.
  - m) Provision of or separately compensated for other services, which may reasonably be required by CK.
8. Please send your sealed **Proposal** and the following documents by **Courier** to the following address before the closing time. **Please mark "Cambodia" on the envelope.**
- a) Copy of identification certificate of company's director
  - b) A photo of office with the logo of the company
  - c) The company introduction and structure
  - d) A copy of the company's business license
  - e) Taxpayer certificate
  - f) Tax payment certificate of the company in the latest year or audit report of the latest year
  - g) Financial statements for the latest year
  - h) Application letter for GSA of CK.
9. **If your company is not registered in Cambodia but registered in China, please provide the above a) to g) documents of your partner in Cambodia as well. A letter of commitment is required, stating that the operation and sales of the flight will be jointly completed by your company and the partner, and sealed by the two companies.**
10. Recipient address:  
No.199, Konggang 6 road, Hongqiao Int'l Airport, Shanghai, P.R.China, 200335.  
The contact person: Ms. Cheng, Jiaqi  
Email: stella\_cheng@ceair.com  
HP: +86 186 1639 3277
11. Validity: The Agreement shall become effective on 1<sup>st</sup> Apr, 2023 until 31<sup>st</sup> Mar, 2024 and such as both parties are agreed the agreement will be automatically extended for another year.

**Annex: 1. GSA Proposal**  
**2. GSA agreement**