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|  VIETNAM NATIONAL CHEMICAL GROUP**DAP-VINACHEM JSC**  **INVITATION DOCUMENTS FOR PREQUALIFICATION** **No: 03/HSMST-DAP****Name of package: Purchasing liquid Ammonia for year 2025****Date of issue: March 07, 2025****Name of procuring entity: DAP-VINACHEM JSC**     **PP. GENERAL DIRECTOR** **VICE GENERAL DIRECTOR**  **Le Ngoc Nhan** |

**INSTRUCTIONS FOR BIDDER**

**CHAPTER I**

**REQUIREMENTS FOR PROCEDURE OF PREQUALIFICATION**

**A. GENERAL**

**Article 1. Contents of Prequalification**

 1. DAP-VINACHEM JSC invite the Bidders to take part in prequalification for supplying liquid Ammonia for year 2025.

2. Main jobs:

2.1. Name of goods: liquid Ammonia (NH3)

2.2. Quantity: Estimate 120,000 (±20%) tons; average 10.000 tons/month.

2.3. Specifications:

 - Liquid Ammonia : 99.5% min

 - Water content : 0.5% max

 - Oil : 8 ppm max

 - Fe : 2 ppm max

 - Storage pressure : Normal

 - NH3 temperature : - 33oC or below

*Remark: 02 criterion Storage pressure and NH3 temperature do not need to show in case NH3 transported by tank truck.*

 2.4. Method of delivery: The Bidders can choose one of two method of delivery as below:

a) By vessel:

- Liquid Ammonia shall be transported by a specialized vessel (-33oC) and connected to a fixed hose at the private port of the Plant (detail connecting flanges: DN6” for liquid phase and DN4” for vapor phase, ANSI CLASS 300). Discharging rate of vessel 100 Mts per hour min.

- The Bidder are requested to show clearly the Name of transported vessel (when take part in the second stage tender) that can carry maximum from 2.800 – 5.000 Mts ammonia.

*Information of DAP port: 01 quay; total length: 168m; depth to chart datum: alongside -8.8m, turning base -7.8m, coodinates of fairway -5.5m*

b) By tank truck: Liquid Ammonia shall be transported by a specialized tank truck and connected to a fixed hose. The Seller shall be responsible to pump Liquid Ammonia to the Buyer’s tanks. Delivery rate 300 - 350 Mts per day

 2.5. Time of delivery: From the 2st quarter of 2025 until the end of the estimated quantity (about 01 year).

 3. Time of organized bid: Quarter II/ 2025.

 4. Sources of funds: in producing and trading.

**Article 2. Attendance Conditions for prequalification of Bidder**

 The Bidder only take part in 01 prequalification document as an independent Bidder.

**B. PREPARATION OF PREQUALIFICATION DOCUMENT**

**Article 3. Language of Bid**

The Bidder can choose English or Vietnamese for making the prequalification application; in case of difference, will base on the content of invitation document for prequalification in English**.**

**Article 4. Contents of prequalification document**

 Prequalification applications is prepared by Bidder must include below details:

1. Application for prequalification: Application for prequalication is prepared by Bidder and fully note following the Form No.1 in Chapter III with signature of eligible representative of Bidder.
2. Documents Establishing the Qualifications following Form No.2 in Chapter III.

 3. Documents proving the eligible qualification of Bidder:

- **For Vietnam Bidder:** Business registration certification and Certificate of enough condition for producing and trading Sulphur isued by Department of Indusstry and Trade (in original or certified copy or copy).

 - **For foreign Bidder:** Activities registration is issued by Authorities agency in the country that the Bidder have nationality (in original or certified copy or copy).

 4. Documents proving the qualifications and experience of Bidder:

 - Qualification for finance of Bidder: financial statement in the year of 2023 or 2024 (certified copy or copy).

 - Experience of Bidder: Sale contracts of liquid Ammonia (NH3) has been sold to companies (Buyers) in Asia from 2023 up to now (copy).

**Article 5. Format of prequalification document**

The Bidder must prepare: 01 (one) original.

**C. SUBMISSION OF THE PREQUALIFICATION DOCUMENT**

**Article 6. Seal and marking on envelop of prequalification document.**

Prequalification document includes the contents which shown in Article 4 of this Chapter. Prequalification document must be packed in sealed envelop (the method of seal marking is due to Bidder). Note of information on the envelop of Prequalification document as below:

***- Sender: (name of Bidder)***

***- Receiver: DAP –VINACHEM JSC***

 ***Address: Lot N5.8 Dinh Vu Industrial Zone, belong to Dinh Vu, Cat Hai Economic zone, Dong Hai 2 Ward, Hai An District, Haiphong city, Vietnam.***

 ***Tel.: +84- 225-3979368 Fax: +84-225-3979170***

***- Bid Prequalification Document for liquid Ammonia (NH3) for 2025.***

**Article 7. Deadline for submission of prequalification document**

The Bidder directly hand in or send the Bids via courier service to the address of the Procuring Entity but ensuring that Procuring entity can receive prequalification document before closing time at **14h00 (Vietnam time) on March 26, 2025.**

**E. PREQUALIFICATION DOCUMENT OPENING AND EVALUATION**

**Article 8. prequalification document opening**

Opening the Bids shall be executed in public on **14h00 (Vietnam time) on** **March 26, 2025** by DAP VINACHEM Joint Stock Company, rightafter the Bid closing time.

**Article 9. Valuation and Criteria for award of prequalification**

 The Bidders is considered to get the award of prequalification if they fully satisfy below conditions:

 1. Eligible prequalification document as Article 4;

 2. Prequalification document have met the requirements of qualification and experience following evaluation criteria comply with regulation in Chapter II.

Chapter II

 CRITERIA OF EVALUATION

 Criteria of evaluation (CE) in this Chapter is used as “passed” and “failed”. The Bidder must be “passed” all the contents in Article 1 and 2 in below table shall be evaluated as the Bidder who fully sastisfied requirements for qualification and experience.

Criteria of evaluation for qualification and experience of the Bidder basically includes below contents:

|  |  |  |
| --- | --- | --- |
| **No** | **Contents of requirement** | **Minimum requirements to be evaluated as “passed”** |
| **1** | **Experience:** the requirements of having sale contract of liquid Ammonia (NH3) to companies (Buyers) in Asia from the year of 2023 up to now. |  |
| 1.1 | Quantity of liquid Ammonia (NH3)  | Minimum 30,000 tons  |
| **2** | **Financial Ability** |  |
| 2.1 | The year of 2023 or 2024 Revenue  | Minimum USD 13,000,000; Or VND 333 billions  |
| 2.2 | Profit after tax of the year 2023 or 2024 (correspondence) | > 0 |

CHAPTER III

FORM OF PREQUALIFICATION APPLICATION

 Form No. 1

LETTER OF PREQUALIFICATION

Date:

To : DAP-VINACHEM JSC

(hereinafter so called procuring entity)

 After studying the invitation document of prequalification No. 03/HSMST-DAP dated March 07, 2025that we have received, we, *[name of Bidder]*, pledge to take part in the Bid prequalification for package of supplying liquid Ammonia (NH3) for year 2025 comply with the requirement of prequalificaion document.

In case our prequalification applications are accepted, we shall attend to Bid for the package of suppying liquid Ammonia (NH3) for year 2025.

We would like to pledge that all above information in the prequalification applications are properly and faithfully.

 **Eligible representative of Bidder**

*[Name, title, signature and seal]*

Form No. 2

DOCUMENTS ESTABLISHING THE QUALIFICATION OF BIDDER

 Date:

1. Information of Bidder

|  |
| --- |
| Name of Bidder:\_\_\_\_\_\_\_\_*[full name]* |
| Headoffice address of Bidder:\_\_\_\_\_\_\_\_\_*[full address]**Representative Office (if any)* |
| Country of Registration: |
| Business registration or activities registration certification No.: |
| Main activities:\_\_\_\_\_\_*[detailed main activities of Bidder]* |

1. **Financial Ability**

 Summarizing the data about finance in the year of 2023 or 2024.

Currency*: \_\_\_\_ [kind of money]*

|  |  |  |
| --- | --- | --- |
| **No.** | **Category** | **Year of 2023 (or 2024)** |
| 1 | *Total assets* |  |
| 2 | *Total liabilities* |  |
| 3 | *Short-term assets* |  |
| 4 | *Short-term liabilities* |  |
| 5 | *Revenue* |  |
| 6 | *Profit before Tax* |  |
| 7 | *Profit after Tax* |  |

1. Contracts for supplying liquid Ammonia (NH3) to companies (Buyers) in Asia from 2023 up to now.

Information for each contract but fully keep all information below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| No. | Name of contract | No. and date of signing contract | Name of Buyer | Quantity of contract  |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| ... |  |  |  |  |

**Eligible representative of Bidder**

*[Name, title, signature and seal]*