

Date: 24 February 2023

## Clarification Note # 2

### Request for Proposal No. RFP/SEC/01/2023

#### Provision of Freight Forwarding & Warehousing Services

The Organization for Security and Co-operation in Europe has received a request for clarifications from potential bidders. In accordance with “Submission of Bids” Article 24 of the RFP Document, the OSCE would like to provide the following clarification:

	Question	Answer / Clarification
1	Can you please confirm that this is a cargo logistics tender? It is not for household goods moving?	Yes, it is confirmed that this tender is aimed for cargo logistics, not for house moving.
2	It is a must requirement to be a member of the FIATA to participate in OSCE tender?	No. The requirement for the bidders to be a member of FIATA has been changed from mandatory – to preferable, which means that Freight Forwarders without FIATA membership can also bid for the tender. Respective ITB Amendment will be distributed among all bidders who expressed the interest and it will also be posted on OSCE and UNGM procurement websites.
3	Can you please confirm that this is a cargo logistics tender? It is not for household goods moving?	That is correct. The tender is not for house moving. It is for cargo logistics.
4	To offer a warehouse at Vienna airport is mandatory, or is possible also to offer the warehouse somewhere else, for example in Slovenia.	The bidder must have a warehouse or warehouse space at, or nearby Vienna Airport
5	Should we expect to receive and handle any dangerous goods?	There might be an occasion be required to handle dangerous goods (but there is no specific dangerous goods storage space required from the bidder side)
6	It has been stated that rates are valid for at least 120 days. Does it mean they can be adjusted after 4 months, which is especially important in case of air freight?	No, the rates will be fixed for the duration on the contract. The 120 days refers to the validity of your proposal.
7	Table A - Air freight rates: Collection from warehouse at Vienna Airport - is this	It would be from the warehouse facility that would be provided by you as the subcontractor.

	collection from an OSCE facility at VIE airport, or from the warehousing facility that would be provided by us as the subcontractor?	
8	Airfreight rates: are the per kg rates to be inclusive of delivery from warehouse to VIE airport terminal, export customs clearance fees, airport terminal handling charges, air freight, and all related charges from destination airport to consignee's premises, namely, airport terminal handling charges, import customs clearance and delivery to consignee address?	Yes, an all inclusive rate door to door including all the costs mentioned.
9	Are vehicles typically shipped as single units, or more often shipped as multiple units? If generally shipped as multiple units, on average how many vehicles are moved per transportation request?	Most orders and movement are for single vehicles. Occasionally there maybe an order for a few at time, but no need to assume bulk operations / discounts in the bidding.
10	With reference to Export Customs Clearance, Annex E mentions "The Freight Forwarder shall perform export customs clearance formalities in other countries of despatch, charging an exports clearance fee". However, it is our understanding that in Denmark, export clearance will be on the shipper's account, given that the terms are FCA. Please confirm.	Yes, correct, for the Danish quote please assume FCA and therefore shipper will provide export clearance for the purposes of your quote.
11	Will max height of pallets exceed 1 meter? Are they stackable? Are the goods stackable?	There will be a variety of goods and pallet configurations. So, for the purposes of the quote please assume that pallets are not stackable. The majority should not exceed 1 meter.
12	Are rates door to door, from OSCE warehouse at origin to consignee premises at destination or door to airport, from OSCE warehouse at origin to destination airport?	They are door to door from OSCE warehouse at origin to consignee premises at destination.
13	Proposal submission date.	The Proposal submission date has been changed to <b>Monday, 10 March 2023</b> . The proposal submission time remains the same: 12:00HRS (CET).