



INVITATION FOR EXPRESSION OF INTEREST (EOI)

DESCRIPTION: Provision of Customs Clearance and Freight Forwarding Services

CLOSING DATE FOR SUBMISSION OF EOIs: Thursday, 06 June 2024, 12:00 hrs.

REFERENCE: EOI-ETCO-LOG-2024-006

The United Nations World Food Programme in Ethiopia (WFP Ethiopia) invites qualified companies to submit their Expression of Interest (EOI) for provision of all-inclusive Customs Clearance and Freight Forwarding services from Djibouti ports to destinations in Ethiopia and custom clearance services for cargoes originating from Djibouti, Berbera, Sudan, and Kenya ports.

A. Customs Clearance and Freight Forwarding Services

1. Objective

This invitation for expression of interest aims to identify qualified and eligible national and international Clearing and Forwarding Agents for the provision of all-inclusive Customs Clearance and Freight Forwarding services from Djibouti, Berbera, Sudan, and Kenya ports to destinations in Ethiopia and custom clearance services for cargoes originating from Djibouti, Berbera, Sudan, and Kenya ports.

The shortlisted companies will be invited to participate in a bidding process to provide the above-mentioned services. Based on the results of the competitive bidding process, WFP may conclude a contract with one or more company(ies) for the provision of the named services.

2. Required services

1. Provide all-inclusive Customs Clearance and Freight Forwarding services from Djibouti ports to destinations in Ethiopia.
2. Provide custom clearing service for cargoes originating from the following locations.
 - Djibouti and Tadjoura ports, WFP Djibouti Logistics Hub, Djibouti BMMI warehouse and other warehouse facilities in Djibouti.
 - Berbera port at Togo- Wuchale (Wajalle) entry point, Port Sudan at Metema entry point & Port of Mombasa at Moyale entry point.

3. EOI Process

WFP seeks to shortlist companies/organizations with demonstrable technical and financial capabilities who will be invited to participate in the bidding process. After the deadline, WFP will evaluate all submitted EOIs, and only successful participants will be notified by email on the outcome of the evaluation.

B. SUBMISSION OF EOI

All documents should be presented in English and in an orderly manner as per the guidelines below.

1. Documents to be submitted

The Expression of Interest must include the following documentation:

- a. Company's confirmation in writing of their interest (application) to join WFP database or shortlist of companies for the requested services, clearly stipulating the preferred areas/origins.
- b. Renewed Trade Registration and Business License.
- c. Renewed Competency Certificate from Ethiopia Maritime Authority.
- d. Private Limited Companies are required to submit the company association document, a copy of the original in the local language with a translated copy in English from a recognized translation office.

- e. Updated company profile information; including contact details, (e-mail address is mandatory, website, address/physical location, telephone, fax numbers) and experience in the cross-border freight transport operation.
- f. Independently audited financial statement covering a minimum of two (2) financial years.
- g. Taxpayer and VAT registration.
- h. Recommendation letters from three credible clients and other relevant documents required for operating in cross-border freight transport operation.

Non-provision of the required documentation may result in exclusion of the company from further consideration.

2. Closing date of submission and contact details

The EOI and any supplementary documentation must be submitted in a sealed envelope and deposited at the Registry of WFP Ethiopia in Addis Ababa using the address below **no later than Thursday, 06 June 2024, 12:00 hrs. (local time).**

- The cover of the envelope should contain the following information – **EOI reference number, the date of submission, and the title of the company.**
- All EOIs should be duly signed and stamped.
- All requests for clarifications should be sent to the following email address: **addis.logisticscontracting@wfp.org**

Address:

World Food Programme - P.O. Box 25584 - Bole Sub City, Woreda 02 Ring Road, Opposite cargo terminal, Addis Ababa, Ethiopia

Attention: Logistics Unit – Contracting Section

3. Further information

This EOI does not entail any commitment on the part of WFP, either financial or otherwise. WFP reserves the right to change or cancel the requirements at any time during the EOI. WFP also reserves the right to disregard companies from further consideration if the company is not deemed to conform to the above conditions.