INSTRUCTION TO BIDDER



On behalf of PT PLN UIK Tanjung Jati B 2 X 660 MW Power Plant located in Central Java would like to do a bidding process. The details of the specifications are in the attachment. Please submit your best quote which represents your bottom rock price. Your quotation must be submitted in a closed sealed brown envelope & must be marked on the top right side of the envelope.

A. Attachment Documents

- 1. Exhibit A (Specification)
- 2. Exhibit B (Term and Condition)
- 3. Draft Letter "No Contest"
- 4. Draft Letter "Pakta Integritas"
- 5. Exhibit C, TOR, BoQ, Drawing/Data sheet/Brochure/Permits/Documents and etc. (if any)
- 6. PLN Letter Format Bid Bond
- 7. Daftar Penerbit Jaminan Terseleksi

B. Tender Method

1. Type of Tender (chose one and give "V" on the right column):

| 1 | Direct Appointment / Direct Purchase | |
|---|--------------------------------------|--|
| 2 | Selected Tender | |
| 3 | Open Tender | |

2. Tender Method (chose one and give "v" on the right column):

| 1 | Satu Tahap Satu Sampul | |
|---|------------------------|--|
| 2 | Satu Tahap Dua Sampul | |
| 3 | Dua Tahap Dua Sampul | |

3. Evaluation Criteria (Pass / Fail) (chose one and give " \mathbf{V} " on the right column) :

| 1 | Technical Accepted and Lowest Price | |
|---|---|--|
| 2 | Scoring / Merit Point (passing grade as | |
| | determined | |

- 4. Dua Sampul / 2 Envelope system consist of :
 - a. 1st Envelope (TECHNICAL) contains all matters related to aspects such as:
 - Unpriced quote (proposal tanpa harga)
 - Exhibit C / TOR / BOQ (if any)
 - Bank Guarantee (Bid Bond)
 - Technical requirement (Drawing/Data sheet/Brochure/Permits/Documents and etc.) as per required in RFQ
 - Letter "No Contest"
 - Letter "Pakta Integritas"
 - b. 2nd Envelope (COMMERCIAL) contain of Price Quotation Letter and all things related to commercial aspect as stated in point E below (1~9)

INSTRUCTION TO BIDDER



- 5. The specification offered by the bidder conforms to the actual specification stated on the requisition.
- 6. Failure to meet the requested specification stated on Exhibit A (Specification) and Exhibit C / TOR / BOQ (if any), will result in the disqualification of the vendor's proposal.
- 7. The quotation will be evaluated based on either per lot or itemize whichever is beneficial to PT TJB Power Services.
- 8. Procurement Committee Decision is final and cannot be contested.

C. Submission of Document

- 1. The Proposal shall be submitted in closed envelope. Each envelope must be clearly marked, sealed and addressed as mentioned on point #2 below
- 2. The quotation must be addressed to:

To: Procurement Committee PT. TJB Power Services 2 x 660 MW Tanjung Jati B Power Plant Desa Tubanan, Kec Kembang, Kab Jepara 59453, Jawa Tengah Indonesia. Phone: 0291-771 556

Attention: (Name of PIC Buyer stated in RFQ)
Subject: TJB-PC-XXXX (Refer to subject RFQ)

D. Time Schedule

- 1. Invitation tender by email on (please refer to RFQ email)
- 2. The closing date of the Tender will be on (please refer to RFQ email) at 01:00 PM

E. The quotation must be submitted with the following terms and conditions:

- 1. Delivery Terms: DDP Tanjung Jati B Power Plant warehouse Jepara (Purchase of goods).
- 2. Delivery Terms: Work on TJB Site Jepara (Purchase of Service)
- 3. Term of Payment: T/T 45 calendar days after the goods and invoicing documents are received in good hand, complete and in the correct order (Purchase of goods).
- 4. Term of Payment: T/T 45 calendar days after work completion and invoicing documents are received in good hand, complete and in the correct order (Purchase of service/turnkey project/supply erect)
- 5. Delivery Time stated in Calendar days
- 6. Price offer shall be in Rupiah, stated in number and words.
- 7. Quotation Price shall be in an official letter signed by the company director or appointed person which given power of attorney by director in the stamp duty (materai 10.000) and company stamped.
- 8. Quotation Price shall be valid within 90 (Ninety) calendar days since the date of quotation letter is created.
- 9. All the costs related to certificates (such as COO by Chamber of Commerce/ COM/ COC by OEM, COA), Test Report, MSDS, License / Permit Letter and etc. as per stated and

tib Power Services

INSTRUCTION TO BIDDER

required in the RFQ must be included in the vendor's quote.

F. Bank Guarantee (Bid Bond)

- 1. Format Bid Bond refer to "PLN Letter Format Bid Bond"
- 2. Issuing Bank refer to "Daftar Penerbit Jaminan Terseleksi"
- 3. Period of Bid Bond 90 calendar days
- 4. Amount of Bid Bond minimum 1% from total quotation include VAT 11%
- 5. Starting period of Bid Bond should be same with date of quotation

G. Vendor Requirement

- 1. Not listed as black list vendor in PT. PLN (Persero) / PT. TJB PS
- 2. Good track record with Indonesian Banking
- 3. Not having problems with taxation (no notification from the Indonesian Taxation Office)

Your attention and notification to this instruction is highly appreciated We are waiting your participation prior to the closing date. Thank you.

Regards,
Procurement Committee