

# TENDER NOTICE



**Malaysian  
Aviation Commission**  
*Suruhanjaya Penerbangan Malaysia*

Malaysian Aviation Commission (MAVCOM) invites qualified and experienced companies who fulfil the mandatory requirements listed below to submit a comprehensive proposal for the following:

TENDER REFERENCE	TENDER DETAILS	TENDER CLOSING DATE
MAVCOM/CS/TENDER21/ 2107/001	CONSULTANCY AND ADVISORY SERVICES FOR LONG-TERM FRAMEWORK DEVELOPMENT FOR THE REGULATION OF AVIATION SERVICE CHARGES	<b>25 August 2021 no later than 5.00 p.m. (Malaysian time)</b>

## MANDATORY REQUIREMENTS:

Only companies meeting the following requirements will be considered:

- experience in advising and developing a long-term regulatory framework for the setting of aviation service charges for airports both technically and economically; and
- must have positive net assets for at least three (3) years of the last five (5) years (from 2016 until 2020) based on the audited Financial Statements.

## ISSUANCE OF TENDER DOCUMENT AND NON-DISCLOSURE AGREEMENT

Indication of interest must be emailed to [procurement@mavcom.my](mailto:procurement@mavcom.my) with the subject matter stated as “[Name of Company’s] Indication of Interest for **CONSULTANCY AND ADVISORY SERVICES FOR LONG-TERM FRAMEWORK DEVELOPMENT FOR THE REGULATION OF AVIATION SERVICE CHARGES**” and submitted together with the following:

- signed Non-Disclosure Agreement (“**NDA**”). The template for the NDA can be found [here](#);
- a description of the company’s profile and experience; and
- audited Financial Statements for the last five (5) years from 2016 until 2020.

Only indication of interest received with the requirement above via the email address stipulated will be issued with the Tender Document. MAVCOM will not provide any acknowledgement of receipt in response to the indication of interest e-mail. MAVCOM reserves the right to respond to any interested tenderer, or otherwise.

MAVCOM disclaims all liabilities for any e-mails sent that are not received by any potential tenderers.

## **DELIVERY OF COMPLETED PROPOSALS**

Tenderer is required to prepare separate Technical and Financial Proposals (collectively referred to as “**Proposals**”) which shall be duly completed, signed and submitted as follows:

- (a) Item 1- “**LONG-TERM ASC REGULATORY FRAMEWORK – TECHNICAL PROPOSAL**” – 1 softcopy in PDF format and 1 printed hardcopy
  
- (b) Item 2 – “**LONG-TERM ASC REGULATORY FRAMEWORK – FINANCIAL PROPOSAL**” – 1 softcopy in PDF format and 1 printed hardcopy

Both the Technical and Financial Proposals in **softcopies (PDF format)** are to be **submitted online no later than 5:00 pm (Malaysian time) on 25 August 2021 (Wednesday)**. The details for online submission will be outlined in the email.

For the avoidance of doubt, the online submission of the Technical and Financial Proposal shall be the official and final submission to MAVCOM for evaluation purposes. Online submission of the Proposals after the closing date and time will be rejected and not be considered in any circumstances.

Hardcopies of the Proposals can reach MAVCOM after the Tender Closing Date and shall be couriered to MAVCOM’s address as follows:

**Level 19, Menara 1 Sentrum,  
201, Jalan Tun Sambanthan,  
50470 Kuala Lumpur  
Wilayah Persekutuan,  
Malaysia**