

	
Attention:	To whom it may concern
Date:	20/10/2025
From:	Asyad DryDock Company LLC (ADC)
Our Reference:	ADC-2025-066

Tender No:- ADC-2025-066

Tender Title: Consolidated Call-Off Contract for Supply of Manpower for Ship Repair

Dear Sir,

Asyad DryDock Company LLC (ADC), invites 'Tenderer' to Tender for the Work or Services in accordance with the terms and conditions set down in the Tender Documents. If you are a successful Tenderer you shall be required to enter into a Contract in accordance with the Form of Agreement.

The Tender Documents shall comprise the following Sections:

- | | |
|----|--|
| T1 | Invitation to Tender (this letter including the pages attached hereto) |
| T2 | Instructions to Tenderers |
| T3 | Data to be submitted by Tenderer |
| C1 | Form of Agreement (including Appendix "The Contract Schedule") |
| C2 | Special Conditions |
| C3 | General Conditions |
| C4 | Scope of Works |
| C5 | Schedules of Prices |
| C6 | ICV Specifications |
| C7 | Data Provided by Contractor |
| C8 | Non- Disclosure Undertaking |
| C9 | Health, Safety and Environment (HSE) Specifications |

In the preparation and submission of the Tender, Tenderer shall comply with the Tender Documents. ADC reserves the right to disqualify the Tenderer if any of the requirements included in the Tender Documents are not met.

Yours faithfully,

For Asyad DryDock Company LLC (ADC)



SECTION T1, INVITATION TO TENDER

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1 Tender Overview

1.1 About Asyad DryDock Company LLC (ADC)

Asyad Drydock Company (ADC) is based at the Port of Duqm and provides ship maintenance and conversion facilities for all types of vessels. The company offers a full range of general repair services including engineering, electrical, propulsion, ro/ro, accommodation upgrades, fitting, blasting and painting as well as procurement, testing, trials and class surveys. Key clients include Great Eastern from India, PIL Singapore, and D&K.

ADC is strategically located close to global shipping routes, which benefits customers by reducing the time that vessels are out of service. Additional facilities at Duqm include an airport, commercial port, an oil refinery plant, a petrochemical plant, a free zone and luxury resort hotels, making it a holistic service provider.

1.2 Description of Scope of Work

Asyad Dry Dock Company provides a range of ship repair maintenance such as steel renewal, outfitting, Grit Blasting, Welding, Machines services, Fabrication works, and many other ships repair operations. ADC has an ongoing requirement for the supply of fitting, Pipes and valves. These items are utilized in the maintenance and design in the shipyard activities; therefore, ADC is seeking to enter a partnership with a strategic supplier to fulfill these requirements.

2 Requirements to Collect Tender Document

2.1 Tenderer Details Sheet

In order to correctly identify the Tenderer and the Tenderer's point of contact for this Tender Process, Appendix 1 shall be completed by the Tenderer and presented, and attached as part of the technical proposal.

2.2 Tender Fee

2.2.1 The Tender Fee for this Tender is **OMR 250/- non-refundable**. Tender fee waived for bidders holding Riyadh card in line with OIA Procurement & Tendering Policy.

2.2.2 The Tenderer is only permitted to participate via procureware portal ASYAD's Drydock Services Procurement Portal (procureware.com). Tenderers whom submit proposals manually will be disqualified.

2.2.3 Tender Fees needs to be deposited to the following ADC's account:

Asyad DryDock Company (ADC)

Name of Bank: Bank Muscat S.A.O.G

Account No.: 0423-01108098-0017

Bank address: Head Office Building, Airport Heights

SWIFT/Bank Code: BMUSOMRXXX

2.2.4 Deposit slip for the tender fees shall be submitted to tender.drydock@asyad.om before the deadline to collect the tender document. Kindly ensure to mention the tender number on the subject of the email for reference.

2.3 Confidentiality Declaration

2.3.1 The Confidentiality Declaration (Appendix 2) must be completed, signed by an authorised person, stamped with the Tenderers company stamp, and be submitted together with the technical proposal.

3 ADC Contact Point

3.1.1 All communication with ADC throughout the tendering period shall be through Clarification Requests via procureware portal ASYAD's Drydock Services Procurement Portal (procureware.com) before the Bid's Clarification deadline. No clarification request shall be entertained after the deadline as included in the table in Article 6 below.

4 Tender Bond – Not Applicable

4.1.1 To ensure conformance of the Tender, ADC requires the Tenderer to issue a Tender Bond being 1% against the total bid amount presented the exact format detailed in Section T3. The value of this Tender Bond shall be indicated in Section T3. The Tender Bond shall be forwarded to ADC as part of the Technical Tender under separate cover. The hard copy of the Tender Bond must be submitted to ADC Head's office in Bawshar before the Tender Submission Date.

4.1.2 The Tender Bond shall be enforced in the event that Tenderer fails to accept award of the contract or purchase order. ADC reserves the right to reject any tender submitted without a Tender Bond. Tender bond is waived for bidders holding Riyadh card in line with OIA Procurement & Tendering Policy. For consideration, tenderers are required to submit copy of valid Riyadh card alongside the submission of bid.

4.1.3 Tender bond needs to be deposited to the following ADC's account:

Asyad DryDock Company (ADC)

Name of Bank: Bank Muscat S.A.O.G

Account No.: 0423-01108098-0017

Bank address: Head Office Building, Airport Heights

SWIFT/Bank Code: BMUSOMRXXX

4.1.4 Deposit slip for the tender bond shall be submitted to tender.drydock@asyad.om before the deadline to collect the tender document. Kindly ensure to mention the tender number on the subject of the email for reference.

5 Pre Bid Clarification Meeting

5.1.1 A pre bid clarification meeting may be held depending on the requirement during the bidding stage.

6 Outline Tender Process and Submission of Tender

6.1.1 The technical Proposal submission date and the commercial Proposal submission date are the same but the technical Proposal and commercial Proposal shall be submitted in individually electronic envelope. The opening of the technical Proposal and commercial Proposal as detailed in Section T3, Data to be submitted by tenderer, point 1.2.

6.1.2 The proposed Tender Process schedule is:

Activity	Date
Issue of T1-Invitation to Tender	20/10/2025
Tender Documents available for collection	20/10/2025
Final date for collection of Tender Documents	04/11/2025
Clarification Request Closing Date	06/11/2025
Tender Submission Date	09/11/2025

Tenders to be submitted by 23:00 (Muscat time) on or before Tender Submission Date.

7 Tender Award

In the event that ADC considers Tenderer to be commercially a potentially successful competitor for the award of the contract, ADC may subject Tenderer to a further technical and financial evaluation. Only when a Tenderer satisfies ADC technical, financial and commercial requirements will a Contract be awarded.

ADC reserves the right to award the Tender on split basis or to award this tender one or more technically accepted tenderers.



8 Appendix 1 – Tenderer Details for this Tender

Contract/ Tender number	ADC-2025-066
Contract/ Tender title	Consolidated Call-Off Contract for Supply of Manpower for Ship Repair
Full name of Tenderer	
Postal Address	
City	
Country	
Web site	
Office main tel number	
Country of registration	
Status in Oman	Agent / locally registered branch office / Omani LLC / foreign company
Ownership details (percentages and names, indicate where Omani)	- XX% - - XX% - - XX% -

Tenderer's representative to which all Tender correspondence shall be addressed

Name of person	
Fax number	
Telephone number	
GSM number	
e-mail address	

Tenderer's agent in Oman (if applicable)

Omani agent name	
Postal address	
Fax number	
Telephone number	
GSM number	
e-mail address	
Our Omani agent is permitted to pick up the tender documents on our behalf	Yes No, we will pick up the documents ourself. No, please send the documents to my foreign address stated above.

Tender Documents Received by:

Signature

Resident Card No.....

9 Appendix 2 – Confidentiality Declaration

The undersigned having its principal office (The 'Tenderer') hereby declares vis-à-vis Asyad DryDock Company LLC (ADC), P.O. Box 3972, PC 112 Muscat, Sultanate of Oman (The Company) to accept the following terms and conditions on which the Company is prepared to communicate to the Tenderer certain Confidential Information pertaining to the Work under the above mentioned Tender as hereinafter defined.

9.1 Definitions

9.1.1 Confidential Information

shall mean all knowledge, data or information acquired by Tenderer from, or disclosed to Tenderer by the Company, or on behalf of Company, in connection with the Tender Documents, Clarifications and the Tender Process in writing, drawings, magnetic tapes, computer programs or in any other way, as well as all knowledge, data or information derived there from, to the extent that such knowledge, data or information at the time of such acquisition or disclosure is not either already in the unrestricted possession of Tenderer or part of public knowledge or literature.

9.1.2 Confidential Record

Shall mean all Tender Documents, Clarifications and any other material containing Confidential Information.

9.1.3 Third Party

Shall mean any party other than ADC, or Tenderer.

9.2 Confidentiality

9.2.1 Tenderer shall preserve and cause its employees to preserve the confidentiality of any Confidential Information.

9.2.2 Tender shall not for any purpose other than the preparation and submission of a Tender disclose to any Third Party or enable any Third Party to note the fact that Tenderer has been invited to submit a Tender and/or, if applicable, the fact that the Contract is awarded to Tenderer; reproduce, copy or use, or disclose to, place at the disposal of or use on behalf of any Third Party or enable any Third Party to read, copy or use, any Confidential Information; except with the prior written consent of ADC.

9.2.3 The undertakings above shall continue insofar and for so long as the Confidential Information or Confidential Record in question has not:

- a) become part of the public knowledge of literature otherwise than through any act or default on the part of Tenderer; or
- b) been disclosed to Tenderer under an obligation to maintain secrecy by a Third Party (other than one disclosing on behalf of ADC, who could lawfully do so and who did not derive such Confidential Information or Confidential Record from ADC.

9.3 Copyright

9.3.1 The copyright in any Confidential Record shall, in the absence of any express provision to the contrary thereon, be vested in ADC. Copyright in any record containing geological or geophysical data acquired or generated by Tenderer in connection with the Contract shall be vested in ADC.

9.4 Return of Confidential Record

9.4.1 If tenderer declines to submit a Tender or is notified that its Tender is unsuccessful, upon written notification thereof by ADC, tenderer shall destroy electronic copies and return all hard copy tender documents including addenda and clarifications to ADC.

9.5 Third Parties

- 9.5.1 Tenderer shall ensure that if under the terms of this confidentiality agreement any of the confidential information comes to the knowledge and/or in the possession of any third party, tenderer shall require from such Third Party that it shall abide by stipulations equivalent to those contained in this confidentiality agreement.

9.6 Validity

- 9.6.1 This confidentiality declaration shall be valid for a period of (five) 5 years from the date signed by the tenderer.

Agreed and accepted this

..... Day of 2025

And signed by a duly authorized person on behalf of the Tenderer

(Signature)

Name: _____

Position: _____

For: _____