

Số: 472/QĐ-TCTHK-TCKT

Hà Nội, ngày 18 tháng 5 năm 2019

**QUYẾT ĐỊNH**

**Phê duyệt KH LCNCC và HSYC gói mua sắm “Dịch vụ suất ăn cho VNA  
tại sân bay SVO giai đoạn T7/2019 - T6/2022”**

**TỔNG GIÁM ĐỐC  
TỔNG CÔNG TY HÀNG KHÔNG VIỆT NAM**

Căn cứ:

- Quy chế mua sắm hàng hóa, dịch vụ sử dụng ngân sách chi thường xuyên 2017/HĐQT;
- Quy định phân cấp, ủy quyền 2017/TGD;
- Xét đề nghị của PTGD-GĐLV DV tại tờ trình số 359.../TTr-TCTHK-TCKT ngày 13.03./2019 về việc phê duyệt KH LCNCC và HSYC gói “Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019-T6/2022”.

**QUYẾT ĐỊNH:**

**Điều 1.** Phê duyệt KHLNCC gói mua sắm “Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019-T6/2022” với các nội dung tại Phụ lục đính kèm.

**Điều 2.** Phê duyệt HSYC gói mua sắm kèm theo.

**Điều 3.** Giao Trưởng Ban DVHK ký HSYC, phê duyệt, quyết định các bước tiếp theo trong quá trình lựa chọn NCC, báo cáo TGD phê duyệt kết quả.

**Điều 4.** Quyết định này có hiệu lực kể từ ngày ký.

PTGD-GĐLV DV, Trưởng Ban DVHK và Thủ trưởng các CQĐV liên quan có trách nhiệm tổ chức, thực hiện Quyết định này theo đúng các quy định hiện hành của Nhà nước và TCTHK./.

**Nơi nhận:**

- DVHK;
- TCKT, PC;
- Lưu: VT TCKT (maipc).

**TỔNG GIÁM ĐỐC**  


**Dương Trí Thành**

**PHỤ LỤC 1**  
**Kế hoạch lựa chọn nhà cung cấp gói**  
**“Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019-T6/2022”**  
(Kèm theo Quyết định 4.72 /QĐ-TCTHK-TCKT ngày 18 /5 /2019)

1. **Tên gói DV:** Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019-T6/2022.
2. **Danh mục, số lượng, đơn giá, giá trị mua theo KH:** tại Phụ lục 2.
3. **Nguồn NS:**
  - NS năm 2019: 20.654.318.641 VND, thuộc KHNS năm 2019 của Ban DVHK, mục VI.4.1 Suất ăn.
  - NS năm 2020-2022: sẽ được xây dựng trong KHNS hàng năm của Ban DVHK.
4. **Hình thức LC NCC:** Chào giá.
5. **Hình thức HĐ:** Hợp đồng theo đơn giá điều chỉnh.
6. **Thời gian thực hiện HĐ:** 03 năm, dự kiến từ tháng 7/2019.
7. **Tiến độ triển khai LCNCC:** 60 ngày theo lịch kể từ ngày phê duyệt KHLCNCC như sau:

TT	Các bước triển khai trong lựa chọn Nhà cung cấp	Thời gian
1	Phê duyệt kế hoạch LCNCC và HSYC	X
2	Thông báo mời chào giá lên website của VNA	X+1
3	NCC nhận HSYC và chuẩn bị HSĐX	X+1+20
4	Nhận và đánh giá HSĐX, thương thảo với NCC, báo cáo kết quả	X+1+20+25
5	Thẩm định KQLCNCC	X+1+20+25+5
6	Phê duyệt KQLCNCC	X+1+20+25+5+2
7	Thông báo KQLCNCC	X+1+20+25+5+2+1
8	Hoàn thiện, trình phê duyệt, ký HĐ	X+1+20+25+5+2+1+6
	<b>Tổng thời gian thực hiện</b>	<b>60 ngày</b>



**Phụ lục 2: Danh mục, đơn giá, giá trị mua theo kế hoạch**  
(Kèm theo Quyết định số /QĐ-TCTHK-TCKT ngày / /2019)

STT	Danh mục	Đơn vị tính	Số lượng dự kiến (KH năm 2019)	Đơn giá (EUR)	Thành tiền
<b>1</b>	<b>Meal services</b>				
1,1	BCCL	suất ăn/năm	2.824	47,84	135.111,78
1,2	EYCL	suất ăn/năm	39.284	21,40	840.572,52
1,3	CREW	suất ăn/năm	1.884	30,99	58.389,20
<b>2</b>	<b>Phí phục vụ chuyến bay</b>				-
	Handling	chuyến bay/năm	157	930,90	146.151,30
<b>3</b>	<b>Giặt là</b>				-
3,1	Khăn bàn	chiếc/năm	8.798	0,48	4.236,24
3,2	Khăn ăn	chiếc/năm	8.798	0,48	4.236,24
<b>4</b>	<b>Đồ uống</b>				-
4,1	Beer 330ml	Pcs/năm	-	0,56	-
4,2	Orange juice 1000ml	Pcs/năm	5.460	1,01	5.491,67
4,3	Apple juice 1000ml	Pcs/năm	4.056	1,01	4.079,52
4,4	Tomato juice 1000ml	Pcs/năm	4.680	1,01	4.707,14
4,5	UHT milk 1000ml	Pcs/năm	2.964	2,16	6.406,39
4,6	Pasteurized milk 1000ml	Pcs/năm		2,03	-
4,7	Coca Cola 330ml	Pcs/năm	2.340	0,32	751,14
4,8	Coca Cola 1000ml	Pcs/năm	1.560	0,65	1.018,21
4,9	Coca/Pepsi light/diet/zero 330ml	Pcs/năm	-	0,32	-
4,1	Coca/Pepsi light/diet/zero 1000ml	Pcs/năm	-	0,65	-
4,11	Sprite 330ml	Pcs/năm	2.340	0,32	751,14
4,12	Sprite 1500ml	Pcs/năm	1.248	2,57	3.204,86
4,13	Tonic water 150ml	Pcs/năm	3.744	2,14	8.012,16
4,14	Soda water 150ml	Pcs/năm	3.744	0,96	3.605,47
4,15	Ginger Ale 150ml	Pcs/năm	-	3,21	-
4,16	Purified water 500-600ml	Pcs/năm	50.232	0,37	18.811,88
4,17	Purified water 1500ml	Pcs/năm	7.488	0,48	3.605,47
4,18	Sparkling mineral water 300-500ml	Pcs/năm	-	2,02	-
4,19	High class mineral water 1500ml	Pcs/năm	-	3,34	-
4,2	Ice cubes (kg)	Pcs/năm	-	0,80	-
	<b>Tổng chi giai đoạn T7/2019 - T12/2019 (EUR) - chưa thuế</b>				<b>624.571,17</b>
	<b>Thuế</b>				<b>124.914,23</b>
	<b>Tổng giá trị giai đoạn T7/2019 - T12/2019 (EUR) - có thuế</b>				<b>749.485,40</b>
	<b>Tổng giá trị giai đoạn T7/2019 - T12/2019 (VND) - có thuế</b>				<b>20.654.318.641</b>
	<b>Tổng giá trị năm 2020 (VND)</b>				<b>49.673.636.331</b>
	<b>Tổng giá trị năm 2021 (VND)</b>				<b>58.544.851.043</b>
	<b>Tổng giá trị giai đoạn T1/2021 - T6/2022(VND)</b>				<b>34.194.876.597</b>
	<b>Tổng giá trị gói DV trong 3 năm (T7/2019 - T6/2022(VND))</b>				<b>163.067.682.612</b>

**Note:**

- Tỷ giá quy đổi EUR/VND: 27.558
- Nguồn ngân sách: tổng chi dịch vụ mua suất ăn 2019 tại DME/SVO (20.654.318.641 VND) đã được giao trong Kế hoạch ngân sách 2019 của ban DVHK, mục 4.1 thuộc mục VI - Dịch vụ mua ngoài
- Đơn giá được tính dựa trên báo giá sơ bộ của đối tác từ tháng 9/2018 + tỷ lệ tăng VAT của Nga (từ tháng 1/2019, Nga tăng thuế VAT từ 18% lên 20%), dự báo CPI Nga 4,3%/năm. Đơn giá các năm tiếp theo dự tính tăng 4,3%/năm.
- Tổng giá trị gói DV trong 3 năm được tính trên cơ sở:
  - CPI dự tính của Nga: 4,3%/năm
  - Tỷ lệ tăng trưởng sản lượng theo thông tin từ Ban KHPT:
    - + 2020/2019: 40%
    - + 2021/2020: 13%
    - + 2022/2021: 12%





## **BIDDING DOCUMENTS**

Title of procurement package: Provision of Inflight Carering Services  
for Vietnam Airlines' flights from SVO for the period 01st July 2019 – 30th June  
2022

Procuring Entity: Passenger Service Department  
**Vietnam Airlines JSC**

Hanoi, 2019  
**On behalf of Vietnam Airlines JSC**  
**Director of Passenger Service Department**

**Ngo Hong Minh**

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### ABBREVIATIONS

VNA	Vietnam Airlines
VND	Vietnam Dong
SPML	Special Meal
EUR	Euro

## INVITATION FOR BID

Vietnam Airlines JSC would like to request your esteemed company for the Proposal to provide inflight carering services for Vietnam Airlines' flights from SVO with enclosed Bidding Documents.

Please kindly submit your Bid no later than March 2019 (Hanoi local time) by **both post and email** at working hours to the following addresses:

- **By post:**

Passenger Service Department

Vietnam Airlines JSC

200 Nguyen Son, Long Bien District, Ha Noi City - Viet Nam

Contact point:

▪ Ms. Han Quynh Trang - Executive – Service Cost Management Division

▪ Ms. Nguyen Thi Hoai Ha – Executive – Inflight Operation Division

**Tel:** (84) 24 38732732 ext 2567

**Fax:** (84) 24 38735754

**Email:** [tranghan@vietnamairlines.com](mailto:tranghan@vietnamairlines.com); [hangth@vietnamairlines.com](mailto:hangth@vietnamairlines.com)

- **By email:**

[tranghan@vietnamairlines.com](mailto:tranghan@vietnamairlines.com);

[hangth@vietnamairlines.com](mailto:hangth@vietnamairlines.com)

Should you have any questions or need further information, please kindly contact us at the above address.

ON BEHALF OF VIETNAM AIRLINES JSC

*Director of Passenger Service Department*

**Ngo Hong Minh**

## 1. REQUIREMENTS FOR ELIGIBLE GOODS/SERVICES

### 1.1 Details and quantity of purchasing goods/services:

- Detailed specification of purchasing goods/services are specified in Attachment 1, 2 and 3 attached with this bid documents
- Each passenger will be served 02 meals: 01 Main Meal + 01 Breakfast

No	Content	Unit	QTY 2019	Unit Price
<b>1</b>	<b>Meal services</b>			
1.1	BCCL	Per pax	2.824	
1.2	EYCL		39.284	
1.3	CREW		1.884	
<b>2</b>	<b>Handling</b>			
	Handling	Flt	157	
<b>3</b>	<b>Laundry</b>			
3.1	Tray cloth	Per year	8.798	
3.2	Linen napkin	Per year	8.798	
<b>4</b>	<b>Beverage</b>			
4.1	Beer 330ml	Per year		
4.2	Orange juice 1000ml	Per year	5,460	
4.3	Apple juice 1000ml	Per year	4,056	
4.4	Tomato juice 1000ml	Per year	4,680	
4.5	UHT milk 1000ml	Per year	2,964	
4.6	Pasteurized milk 1000ml	Per year		
4.7	Coca Cola 330ml	Per year	2,340	
4.8	Coca Cola 1000ml	Per year	1,560	
4.9	Coca/Pepsi light/diet/zero 330ml	Per year		
4.10	Coca/Pepsi light/diet/zero 1000ml	Per year		
4.11	Sprite 330ml	Per year	2,340	
4.12	Sprite 1500ml	Per year	1,248	
4.13	Tonic water 150ml	Per year	3,744	
4.14	Soda water 150ml	Per year	3,744	
4.15	Ginger Ale 150ml	Per year		
4.16	Purified water 500-600ml	Per year	50,232	
4.17	Purified water 1500ml	Per year	7,488	
4.18	Sparkling mineral water 300-500ml	Per year		
4.19	High class mineral water 1500ml	Per year		
4.20	Ice cubes (kg)	Per year		
	<b>Total EUR for period 07/2019-12/2019 (half of QTY for 2019)</b>			
	<b>Total EUR for 2020 (QTY for 2019 +40%)</b>			
	<b>Total EUR for 2021 (QTY for 2020 +13%)</b>			
	<b>Total EUR for period 01/2022 – 06/2022 (half of QTY for 2021 +6%)</b>			
	<b>Total for 3 years (07/2019 – 06/2022)</b>			

Note: Purchasing quantity in the period of 2019-2022 is estimated to increase as follows:

- 2020/2019: increases by 40%
- 2021/2020: increases by 13%
- 2022/2021: increases by 12%

- 1.2 Requirements for service standards: in accordance with the evaluation criteria, clearly prescribed in Section 4.2 of this RFP.

## **2. ELIGIBILITY OF BIDDERS**

- 2.1. Holding valid Certificate of Business Registration or equivalent documents issued by competent government authority, in accordance with the law of the country where the Bidder's business is operated
- 2.2. Bidder must have no disputes, claims, conflict of interest and contract violation with VNA

## **3. PRICE PROPOSAL**

- 3.1 Price proposal:

Price proposal is the price quoted by bidders in the Application for Bid (Form No. 1 attached) after deducting the discount stated at the Letter of bid discounts (if any). The Proposal Price is included all the costs necessary for implementing the bidding package as required in bidding documents. All costs shall be quoted in the form of individually-detailed and aggregated tables. For each component of costs, the Bidder must present details of calculation and determination method for each item.

- 3.2 Letter of Bid discounts:

In the presence of any discount, bidders must submit the Letter of bid discounts to VNA together with the Bid or separately from the Bid, provided that the Letter of bid discounts is received by VNA before the submission deadline. If the Letter of bid discounts is submitted together with the Bid, the Respondent must inform VNA by submission deadline, or must have the Letter of bid discounts declared in the table of contents of the Bid.

- 3.3 Price Proposal Table:

Price Proposal Table must be fully filled as requested at Form No. 3 (Section 5.8) and signed by the legitimate representative of the Bidders, including all costs associated such as software cost, managed services cost, training, installation, implementation costs etc. Price Proposal shall be fixed during the period of the contract implementation.

Failure to complete the Price Proposal Table may lead to the disadvantage in Bid evaluation or Bid elimination.

- 3.4 Bid currency: EUR.

- 3.5 Payment:

Payment will be made by bank transfer within 30 days from the date of monthly invoices issued by the Caterer who wins the Bid.



## 4 EVALUATION CRITERIA

### 4.1. Evaluation criteria of Bidders' experience and eligibility

No.	Requested criteria	Evaluation	
		Pass	Fail
1.	Number of years having experience of supplying inflight catering services	$\geq 2$ years	$< 2$ years
2.	Provision of inflight catering services in Asia and airlines awarded Skytrax 4 star or above	$\geq 2$ customer airlines	$< 2$ customer airlines
3.	Location of facility	In airport restricted area or maximum 40km from the airport restricted area	More than 40km from the airport restricted area
4.	Actual daily capacity of meal, includes hot meal, cold meal, SPML...	$\geq 1.500$ meal per days	$< 1.500$ meal per days
5.	Report of experience: 3 similar contracts on provision of catering services for airlines in 5 years as in Form No.4 Section 5.8	$\geq 3$ Contracts	$< 3$ Contracts
6.	Financial report of 3 consecutive fiscal years: 2015, 2016, 2017 as in Form No. 5, Section 5.8	Have information, and at least 1 year with profit	No information or none of 3 years shows profit

### 4.2. Technical evaluation criteria:

No.	Requested criteria	Evaluation	
		Pass	Fail
1.	Hygiene standards adopted, i.e. HACCP, ISO, AQF 2001...	Qualified	Not qualified
2.	Permission to serve VIP flight in airport	Yes	No
3.	Translate menu into Russian when requested by Vietnam Airlines	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
4.	Have ability to provide SPML following IATA codes	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service

No.	Requested criteria	Evaluation	
		Pass	Fail
5.	<p>Capability to provide the following services:</p> <ul style="list-style-type: none"> <li>- Meal services</li> <li>- Equipment cleaning</li> <li>- Laundry (for linen napkins, facial towels...)</li> <li>- Food assembly</li> <li>- Transportation (by hi-loader with chilling system and by vans) to/from aircraft</li> <li>- Galley loading</li> <li>- Chilling storage for our own food and beverage</li> <li>- Custom clearance</li> </ul> <p>(Specification for required catering services are in the attachments 1,2 and 3 attached with this bid document)</p>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
6.	<ul style="list-style-type: none"> <li>- Food safety and hygiene training programs are available</li> <li>- All food handling employees and management receive appropriate food safety training, including basic training and refresher training.</li> <li>- Training records are available</li> </ul>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
7.	<p>The food handling staff undergo a yearly medical check-up with tests for healthy carrier. Presentation of medical certificates with mention of fitness to handle food products.</p>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
8.	<ul style="list-style-type: none"> <li>- All staffs and visitors wear uniform, headdresses and do not wear jewellery when entering production area.</li> <li>- Uniforms are visibly clean and properly worn. Headdresses retain all the hair.</li> </ul> <p>Food handling staff's nails are short and have no nail vanish.</p>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
9.	<ul style="list-style-type: none"> <li>- Presence of hand-washing facilities in the production area. Hand-washing facilities are easy to be recognized, approached, clean and equipped with water, bactericidal soap and single-use towels or hand driers. Hand-washing facilities are only used for hand washing.</li> <li>- Presence of hand-washing guides for</li> </ul>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service

No.	Requested criteria	Evaluation	
		Pass	Fail
	visitors and staffs: how and when to wash, frequency of hand-washing. - Staffs use hand-washing facilities and wash hands correctly.		
10.	- Premises are designed to be protected against flying, crawling pests. - Presence of pest control plan, procedure and method. - Implementation of these plan, procedure and method are recorded. Records include: name of used insecticide; location of trap, pest's bait; found pest; implemented measures. - Insect trap devices work properly, are clean and in good condition. - No trace of pest in the production area.	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
11.	Presence of procedure and method to recognize and prevent physical and chemical risks such as: control foreign objects in food, broken glassware; preserve and use cleaning materials...	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
12.	- Program of microbiological tests are carried out periodically on processed foods, drinks, water, ice cubes, hands of food handling staff, kitchen utensils. Proof of this program implementation. - Corrective actions are recorded in case of unsatisfactory results.	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
13.	- Presentation of procedures and standards to evaluate, choose and approve suppliers; audit and re-evaluate suppliers of high-risk products. - Implementation of these procedures and suppliers' corrective actions are recorded.	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
14.	Size, design and layout of premises permit effective segregation of clean and unclean materials and processes.	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
15.	Adequate equipments, facilities for food production, process and supply. Equipment, facilities are in good condition.	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service



No.	Requested criteria	Evaluation	
		Pass	Fail
16.	<ul style="list-style-type: none"> <li>- Blast chillers, freezers, refrigerators, negative and positive cold rooms and thermometers are in good condition, periodically checked and calibrated at least once a year. Recordings of checking and calibration have been made.</li> <li>- All areas are well lit.</li> <li>- Adequate ventilation system.</li> <li>- Food contacting surfaces (table, chopping-board...) are hard, made from accepted materials and well maintained.</li> <li>- Adequate shelves, trays, baskets, trays... in storage and production areas to keep, arrange food and equipment. No food and equipment placed directly on floor, at least 20cm from the floor.</li> </ul>	Qualified/ Commit to provide service	Not qualified/ Not commit to provide service
	<b>Conclusion</b>	<b>Qualified for all criteria</b>	<b>Not qualified for all criteria</b>

## 5 OTHER REQUIREMENTS

### 5.1 Preparation and submission of Bids

#### 5.1.1 Contents of Bids

- a) Language of the Bids as well as all correspondences and documents between VNA and the Bidders shall be written in English.
- b) Bids prepared by Bidders include the following contents:
  - Documents to prove the eligibility of the Bidder (such as: legitimate business license);
  - Application for Bid as stipulated in Form No.1 of the bid documents, signed by bidder's legitimate representative (the official representative by law or the legitimately authorized person accompanied with the letter of authorization in accordance with Form No. 2 of bid documents)
  - Power of attorney (if any) as stipulated in Form No.2.
  - Price proposal table as stipulated in Form No. 2.
  - Documents to prove the Bidder's experiences and proficiency: Introduction letter of the Bidder; experience record in lastest 5 years as in Form 4 (section 5.8); Declaration of the Bidder's financial capacity as in Form 5 (section 5.8); other documents that can prove the Bidder's experience and proficiency to meet the standard evaluation criteria in section 4.1.
  - Other documents (if any).



### 5.1.2 *Effective period of Bids*

The effective time period of bid is 120 days from submission deadline stipulated in Item 5.1.3 (b).

### 5.1.3 *Submission of Bids*

- a) Bids prepared by Bidders shall be typed, written, printed with inerasable ink, continuously page numbers. The Application for Bid, (if any), documents to supplement and verify the Bid (if any) are required to have the signature of the Bidder's legitimate representative and with company stamp (if any). Inserted texts, erased texts, or overwrite in the typed document shall be only valid if accompanied by the signature of the person who signs the Application for Bid and with company stamp (if any).
- b) The Bid shall be submitted directly by the Bidder or be sent to the address of VNA by post or fax and email, provided that VNA receive the Bid before the Submission Deadline: March 2019 (Hanoi local time). The Bid submitted after the submission deadline is deemed illegitimate, and shall be rejected. Address for sending the Bid:

**Passenger Service Department**

**Vietnam Airlines JSC**

200 Nguyen Son - Long Bien - Ha Noi - Viet Nam.

Tel: 84-4-38732732 ext 2567; Fax: 84-4-38730754;

Contact point:

- Ms. Han Quynh Trang - Executive – Service Cost Management Division  
Email: [tranghan@vietnamairlines.com](mailto:tranghan@vietnamairlines.com)
- Ms. Nguyen Thi Hoai Ha – Executive – Inflight Operation Division  
Email: [hangth@vietnamairlines.com](mailto:hangth@vietnamairlines.com)

## 5.2 Clarification of Bids

- 5.2.1 During the process of Bid evaluation, VNA can request Bidders to clarify some of the contents in their Bids including the unusual price. The Bidder may also be requested to add documents to the submitted Bid when there lacks of evidences to prove the Bidder's eligibilities, capacity and experience, or other requested documents (including legitimate business registration certificate, ertificates related to their specialize field, selling permit of the manufacturer, or the certificate of Joint Venture, or other equivalent documents as requested in the Bidding Documents), without any changes of basic contents of submitted Bid and bid price.
- 5.2.2 The clarification of Bids is only implemented between VNA and bidders whose Bids need to be clarified and shall be either directly discussed (VNA invites the Bidder to come for face-to-face discussion, and the contents of enquiries and responses shall be recorded in writing), or indirectly (VNA requests for clarification and the Bidder responds in writing). There shall be a deadline for the clarification of Bids. All clarification information must be made in writing and shall be kept by VNA as a part of the Bid.

clarification information must be made in writing and shall be kept by VNA as a part of the Bid.

In the event of exceeding time limit for clarification, if the Bidder does not reply in written form, or the Bidder's responses do not meet VNA questions, VNA shall consider and further proceed in accordance with applicable law.

### **5.3 Bid evaluation**

Bid evaluation shall be carried out in compliance with the following procedure:

#### *5.3.1 Verify the Eligibility of Bids*

- a) Submission date of the Bid.
- b) Eligibility of Bidders as stipulated in Section 2 (after clarification or supplementing documents as required by VNA, if any).
- c) The validity (signature, time, stamp) of the Bid as required in Application for Bid, Power of Attorney (if any), Price proposal table.
- d) The validity (signatures, time) of documents such as Application for Bid, Power of Attorney (if any), Price proposal table.
- e) The validity of Proposal as stipulated in Item 5.1.2.
- f) Eligibility and qualification of goods/services as specified in Section 1;
- g) Other items (if any).

Proposal shall be rejected and not be further considered if it perpetrates any one of the above requirements.

#### *5.3.2 Evaluation of the Bidder eligibility and capacity:*

Evaluation of the Bidder's eligibility and capacity shall be conducted in compliance with the criteria stated in Item 4.1 of this Bidding Documents, using the "Pass/Fail" standard. The Bidder is considered to meet requirements of eligibility and capacity when all criteria are assessed as "Pass" and the Bid of such Bidder shall be taken into technical evaluation.

#### *5.3.3 Technical Evaluation*

Evaluation of the Technical criteria shall be conducted in compliance with details in Item 4.2 of this Bidding Documents, using the "Pass/Fail" standard. The Bidder is considered to meet requirements of eligibility and capacity, experience when all criteria are assessed as "Pass".

#### *5.3.4 Comparison of Bidders' price proposals*

- a) VNA shall determine the price proposal to be taken into comparison after fixing and correcting errors (if any) according to the provisions of the Vietnam Bidding Law, and subtracting the discount amount stated in the Letter of Bid discount (if any). Bid with lowest price (after correcting errors and applying discounts) shall be ranked first (1st) place.
- b) In the event that the Bidders have the same proposal price (after correcting errors and applying discounts), VNA shall rank the Bidders based on the comparison of other

criteria such as settlement conditions; technical attributes, quality of goods/services; scale, capacity, experiences of the Bidders; other conditions that are more beneficial for the beneficiaries from goods/services (the content that encourages the Bidders to offer more favourable conditions is stipulated in Form No.3, Section 5.8).

#### **5.4 Conditions for proposal award:**

A Bidder shall be taken into consideration for being selected if it fully meets the following conditions

- Having valid and legitimate Bid, meeting the technical requirements stipulated in the Bidding Documents;
- The Bidder's name does not appear in two or more Bids as a major supplier, and not violate the prohibited acts under the provisions of Vietnam Bidding Law;
- Have Bid with the price proposal after errors rectification, and applying discounts (if any) not exceeding the approved price of the package.
- In all circumstances, Vietnam Airlines JSC reserves the right to select Bidder to be awarded.

#### **5.5 Notification of Award**

Right after getting the approval of supplier selection, VNA shall announce the bidding result in writing to all participating bidders.

In regards to the selected Bidder, the notification will specify time, place for contract negotiation and finalization.

#### **5.6 Contract negotiation and finalization**

In order to sign contract for the procuring package, contract negotiation and finalization shall be carried out based on the approved result of supplier selection, bidding documents, and the selected Bidder's Bid.

#### **5.7 Handling Violances:**

In the event that the selected Bidder takes any prohibited acts, the Bidder shall be punished based on the violating level.

#### **5.8 Forms:**

- Form 1: Application for Bid
- Form 2: Power of Attorney
- Form 3: Price Proposal
- Form 4: Experience record
- Form 5: Declaration of Bidder's financial capacity
- Form 6: Commitment to be qualified or provide services



**APPLICATION FOR BID**

\_\_\_\_\_, date \_\_\_\_ month \_\_\_\_ year \_\_\_\_

To: Vietnam Airlines JSC

After studying the Bidding Documents and Bidding Documents amendment document number *[number of amendment document (if any)]* which we have received, we *[full name of the Respondent]*, commit to supply *[name of products written]* as required by the Bidding Documents at the total amount of *[value written by numbers, words and currency of bid]* together with the detailed Price Proposal Table attached.

If our Bid is accepted, we commit to supply products/services in compliance with terms and conditions agreed in the contract.

This Bid is valid for \_\_\_\_ days, from \_\_\_\_ am/pm, date *[..... insert the proposal closing date and time]*

**Legitimate Representative of Bidder <sup>(1)</sup>**

*[Full name, title, signature and seal]*

**Remarks:**

(1) In the event that the legitimate representative of Bidder gives authority for subordinate to sign Application for Bid, Power of Attorney as per Form No. 2 must be attached. In the event that company regulations or other relevant documents assigned the authorization to sign the Bid by subordinate, copies of official dispatches document must be attached (in that case, Power of Attorney by Form No.2 is not required). The winner, before signing the contract, must submit to the VNA the certified copies of these documents. If any inaccuracy of the initial listed information is detected, the Bidder is considered violating the Vietnam Bidding Law and will be treated according to stipulations at Item 5.7 of this Bidding Documents.



**POWER OF ATTORNEY<sup>(1)</sup>**

Today, date \_\_\_\_ month \_\_\_\_ year \_\_\_\_, at \_\_\_\_

I, *[full name, ID card or Passport No, title of legal representative written]*, am the legal representative of *[full name of Respondent]* with address number at *[address of Respondent]* by this document to give authority to *[name, ID card or passport numbers, title of attorney]* to implement following duties during process of bidding for the package of “Provision of Inflight Carering Services for Vietnam Airlines’ flights from SVO” organized by Vietnam Airlines JSC.:

- *To sign Application for Bid;*
- *To sign documents, materials for contacting with the Offer during process of bidding, including explanation document, making clear Bid;*
- *To participate in processes of negotiation, contract improvement;*
- *To sign contract with Offer/Investor if being selected]* <sup>(2)</sup>

Above mentioned attorney only implements authorized duties as legitimate representative of *[Respondent’s name]*. *[Full name of Respondent]* must takes responsibility completely for duties of *[attorney’s name]* to implement in scope of authorization.

Power of attorney becomes effective from \_\_\_\_ to \_\_\_\_ <sup>(3)</sup>. This power of attorney is made into \_\_\_\_ copies with the same legal value, mandatory keeps \_\_\_\_ copy, attorney keeps \_\_\_\_ copy.

**Attorney**

*[Full name, title, signature and seal, (if any)]*

**Mandatory**

*[Name of legitimate representative of contractor, title, signature and seal]*

**Remarks:**

(1) In the event of authorization, the original copy of power of attorney must be submitted to VNA with Application for Bid form as stipulated at Point b Item 5.1.1. The authorization of legal representative for the deputy, subordinate, branch director or head of representative office of Bidder to legally represents the Bidder to carry out contents of above mentioned works. The use of seal in case of being authorized must be the seal of Bidder or the seal of relevant authorized unit or individual. The authorized people are not allowed to authorize other people.

(2) Scope of authorization includes one or many above mentioned works.

(3) To write date of validity and invalidity of power of attorney that is suitable with bidding process.

## PRICE PROPOSAL TABLE

### 1. Price proposal table:

No	Content	Unit	QTY 2019	Unit Price
<b>1</b>	<b>Meal services</b>			
1.1	BCCL	Per pax	2.824	
1.2	EYCL		39.284	
1.3	CREW		1.884	
<b>2</b>	<b>Handling</b>			
	Handling	Flt	157	
<b>3</b>	<b>Laundry</b>			
3.1	Tray cloth	Per year	8.798	
3.2	Linen napkin	Per year	8.798	
<b>4</b>	<b>Beverage</b>			
4.1	Beer 330ml	Per year		
4.2	Orange juice 1000ml	Per year	5,460	
4.3	Apple juice 1000ml	Per year	4,056	
4.4	Tomato juice 1000ml	Per year	4,680	
4.5	UHT milk 1000ml	Per year	2,964	
4.6	Pasteurized milk 1000ml	Per year		
4.7	Coca Cola 330ml	Per year	2,340	
4.8	Coca Cola 1000ml	Per year	1,560	
4.9	Coca/Pepsi light/diet/zero 330ml	Per year		
4.10	Coca/Pepsi light/diet/zero 1000ml	Per year		
4.11	Sprite 330ml	Per year	2,340	
4.12	Sprite 1500ml	Per year	1,248	
4.13	Tonic water 150ml	Per year	3,744	
4.14	Soda water 150ml	Per year	3,744	
4.15	Ginger Ale 150ml	Per year		
4.16	Purified water 500-600ml	Per year	50,232	
4.17	Purified water 1500ml	Per year	7,488	
4.18	Sparkling mineral water 300-500ml	Per year		
4.19	High class mineral water 1500ml	Per year		
4.20	Ice cubes (kg)	Per year		
	<b>Total EUR for period 07/2019-12/2019 (half of QTY for 2019)</b>			
	<b>Total EUR for 2020 (QTY for 2019 +40%)</b>			
	<b>Total EUR for 2021 (QTY for 2020 +13%)</b>			
	<b>Total EUR for period 01/2022 – 06/2022 (half of QTY for 2021 +6%)</b>			
	<b>Total for 3 years (07/2019 – 06/2022)</b>			

Note: Purchasing quantity in the period of 2019-2022 is estimated to increase as follows:

- 2020/2019: increases by 40%

- 2021/2020: increases by 13%
  - 2022/2021: increases by 12%
2. The Bidder commits to provide goods/services in compliance with the standards for technical evaluation stipulated in Section 4.2 of this Bidding Documents or the Bidder specifies the detailed criteria according to the criteria specified in Section 4.2.
  3. The Bidder is encouraged to provide other favorable conditions for beneficiaries of goods/services (if any). VNA shall consider the aforementioned condition during the bid evaluation stipulated in item 5.3.4.b.

**Authorized Representative of the Bidder**  
*(Name, title, signature and seal)*

**EXPERIENCE RECORD**

**(Of similar contracts implemented by the Bidder  
on provision of catering services for airlines in nearest 5 years)**

Name of the Bidder: \_\_\_\_\_

No	Contact name and number	Sign date	Contractual partner	Address	Contact point of contractual partner	Value of contract (in EUR)
1						
2						
3						

**Authorized Representative of the Bidder**  
*(Name, title, signature and seal)*



**DECLARATION OF THE BIDDER'S FINANCIAL CAPACITY**

\_\_\_\_\_, date \_\_\_\_ month \_\_\_\_ year \_\_\_\_

1. The Bidder's name: \_\_\_\_\_ [*Full name of supplier*]

Address :

2. Summary of financial data in nearest 03 fiscal years :

Unit : USD

TT	Contents	Year	Year	...
1	<i>Total revenue from business activities</i>			
2	<i>Revenue from suppling activities related to the procuring products/services</i>			
3	<i>Profit after tax</i>			

3. Attached documents for comparison with the data declared by the Bidder (if necessary)

Financial statements for the past three years and copies of one of the following documents:

- Record on tax finalization check in the past 3 financial years;
- Declaration of self-finalization of tax (VAT and corporate income tax) certified by the tax office at the time of submitting the declaration in the past 3 financial years
- A written certification of the tax administration agency (certifying the whole year's paid amount) on the fulfillment of the tax obligation in the last 3 financial years.

**Authorized Representative of the Bidder**

(*Name, title, signature and seal*)

**Note:** In the case of a partnership, each affiliated company is requested to declare this Form.

### COMMITMENT TO BE QUALIFIED OR PROVIDE SERVICES

No.	Requested criteria	Qualified/ Commit to provide services	
		Yes	No
1.	Number of years having experience of supplying inflight catering services: $\geq 2$ years		
2.	Provision of inflight catering services in Asia and airlines awarded Skytrax 4 star or above: $\geq 2$ customer airlines		
3.	Location of facility: In airport restricted area or maximum 40km from the airport restricted area		
4.	Actual daily capacity of meal, includes hot meal, cold meal, SPML...: $\geq 1.500$ meal per days		
5.	Report of experience: 3 similar contracts on provision of catering services for airlines in 5 years as in Form No.4 Section 5.8: $\geq 3$ Contracts		
6.	Financial report of 3 consecutive fiscal years: 2015, 2016, 2017 as in Form No. 5, Section 5.8: have information, and at least 1 year with profit		
7.	Hygiene standards adopted, i.e. HACCP, ISO, AQF 2001... Please provide copies of certificates		
8.	Permission to serve VIP flight in airport		
9.	Translate menu into Russian when requested by Vietnam Airlines		
4.	Have ability to provide SPML following IATA codes		
5.	Capability to provide the following services: - Meal services - Equipment cleaning - Laundry (for linen napkins, facial towels...) - Food assembly		

	<ul style="list-style-type: none"> <li>- Transportation (by hi-loader with chilling system and by vans) to/from aircraft</li> <li>- Galley loading</li> <li>- Chilling storage for our own food and beverage</li> <li>- Custom clearance</li> </ul> <p>(Specification for required catering services are in the attachments 1,2 and 3 attached with this bid document)</p>		
6.	<ul style="list-style-type: none"> <li>- Food safety and hygiene training programs are available</li> <li>- All food handling employees and management receive appropriate food safety training, including basic training and refresher training.</li> <li>- Training records are available</li> </ul>		
7.	The food handling staff undergo a yearly medical check-up with tests for healthy carrier. Presentation of medical certificates with mention of fitness to handle food products.		
8.	<ul style="list-style-type: none"> <li>- All staffs and visitors wear uniform, headdresses and do not wear jewellery when entering production area.</li> <li>- Uniforms are visibly clean and properly worn. Headdresses retain all the hair.</li> </ul> <p>Food handling staff's nails are short and have no nail vanish.</p>		
9.	<ul style="list-style-type: none"> <li>- Presence of hand-washing facilities in the production area. Hand-washing facilities are easy to be recognized, approached, clean and equipped with water, bactericidal soap and single-use towels or hand driers. Hand-washing facilities are only used for hand washing.</li> <li>- Presence of hand-washing guides for visitors and staffs: how and when to wash, frequency of hand-washing.</li> <li>- Staffs use hand-washing facilities and wash hands correctly.</li> </ul>		
10.	<ul style="list-style-type: none"> <li>- Premises are designed to be protected against flying, crawling pests.</li> <li>- Presence of pest control plan, procedure and method.</li> <li>- Implementation of these plan, procedure</li> </ul>		

	<p>and method are recorded. Records include: name of used insecticide; location of trap, pest's bait; found pest; implemented measures.</p> <ul style="list-style-type: none"> <li>- Insect trap devices work properly, are clean and in good condition.</li> <li>- No trace of pest in the production area.</li> </ul>		
11.	<p>Presence of procedure and method to recognize and prevent physical and chemical risks such as: control foreign objects in food, broken glassware; preserve and use cleaning materials...</p>		
12.	<ul style="list-style-type: none"> <li>- Program of microbiological tests are carried out periodically on processed foods, drinks, water, ice cubes, hands of food handling staff, kitchen utensils. Proof of this program implementation.</li> <li>- Corrective actions are recorded in case of unsatisfactory results.</li> </ul>		
13.	<ul style="list-style-type: none"> <li>- Presentation of procedures and standards to evaluate, choose and approve suppliers; audit and re-evaluate suppliers of high-risk products.</li> <li>- Implementation of these procedures and suppliers' corrective actions are recorded.</li> </ul>		
14.	<p>Size, design and layout of premises permit effective segregation of clean and unclean materials and processes.</p>		
15.	<p>Adequate equipments, facilities for food production, process and supply. Equipment, facilities are in good condition.</p>		
16.	<ul style="list-style-type: none"> <li>- Blast chillers, freezers, refrigerators, negative and positive cold rooms and thermometers are in good condition, periodically checked and calibrated at least once a year. Recordings of checking and calibration have been made.</li> <li>- All areas are well lit.</li> <li>- Adequate ventilation system.</li> <li>- Food contacting surfaces (table, chopping-board...) are hard, made from accepted materials and well maintained.</li> <li>- Adequate shelves, trays, baskets, trays...</li> </ul>		



	in storage and production areas to keep, arrange food and equipment. No food and equipment placed directly on floor, at least 20cm from the floor.		
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Note:

- Please tick X in the column for Yes or No
- Documents to prove to be qualified/commit to provide services are appreciated

ATTACHMENT 1: MENU SPECIFICATION BUSINESS CLASS

MAIN MEAL

Component	Equipment	Choice	Ratio	CYCLE 1 (JAN+FEB)		CYCLE 2 (MAR+APR & SEP+OCT)		CYCLE 3 (MAY+JUN & NOV+DEC)		CYCLE 4 (JUL+AUG)	
				Menu specification		Menu specification		Menu specification		Menu specification	
Appetizer	China round plate	Choice 1:	50%	Eel portioned 30gm Fried shrimp 10gm Lemon slice 1pc Lettuce leaf 2gm Garnish 1pc		Salmon 15gm Oily fish 15gm Salmon caviar 2gm Fresh lemon slice 10gm Black olives 1pc Lettuce leaf 2gm Garnish 1pc		Marinated salmon 2x15gm Cream cheese paste with white fish 20gm Fresh lemon 1/2 1pc Black olives 1pc Garnish 1pc		Salmon fillet 15gm Potato salad with onion chive and horseradish 30gm Fresh cucumber slice 10gm Fresh lemon slice 10gm	
		Choice 2:	50%	Smoked beef 15gm Chicken breast 10gm Baked pork 10gm Carrot marinated 10gm Lettuce leaf 3gm Garnish 1pc		Veal cheeks roll 20gm Baked chicken terrine with bacon 20gm Chicken roll baked 10gm Cherry tomatoes 1/2 3pc Mix salad 5gm Pepper dice 3gm Garnish 1pc		Boiled chicken roll with cheese and 20gm Baked beef 15gm Baked pork 10gm Red pepper strip 1pc Yellow pepper strip 1pc Lettuce leaf 2gm Garnish 1pc		Baked beef 10gm Smoked beef slice 8gm Chicken roulade baked 20gm Vegetables 20gr	
Salad	China bowl	No choice	100%	Mixed vegetable 30-35gm		Mixed vegetable 30-35gm		Mixed vegetable 30-35gm		Mixed vegetable 30-35gm	
Dressing		No choice	100%								
Main Course	Bulk-loaded in Aluminum foils	Choice 1:	25%	Fried beefsteak 80gm Sauce 15gm Fried potato dice 60gm Spinach fried with cream 50gm		Beef tenderloin with sauce 120gm Baked potato 120gm Vegetable 30gr Garnish 1pc		Beefsteak fried with herbs and sauce 120gm White fettuccine boiled 80gm Vegetable 30gr Garnish 1pc		Beef baked with pepper and sauce 120gm Linguine boiled with spinach 60gm Baby carrot stewed 10gm Grilled zucchini circle 1pc	
		Choice 2:	25%	Fried pork 80gm Fried noodles in asian style 100gm Stir-fried vegetables 30gm Oyster sauce with garlic 30gm		Chicken fried with sauce 120gm Jasmine rice poached 100gm Vegetable 30gr Garnish 1pc		Pork stewed in chinese style 120gm Jasmine rice 100gm Vegetable 30gr Garnish 1pc		Chicken baked in caucasian style 100gm Jasmine rice 80gm Vegetable 30gr Garnish 1pc	
		Choice 3:	25%	Chicken stuffed with spinach 80gm Jasmine steamed rice 100gm Pimento sauce 20gm Vegetable 30gr		Seafood ragout in coconut sauce 80gm Jasmine rice poached 100gm Vegetable 30gr Garnish 1pc		Cod baked and sauce 120gm Potato boiled with butter and herbs 80gm Vegetable 30gr Garnish 1pc		Fried salmon grill 1x80gm Jasmine rice 100gm Vegetable 30gr Garnish 1pc	
		Choice 4:	25%	Cod baked with cheese topping,mushrooms and herbs 80gm Mix of wild and white rice 100gm Fried carrot circle with garlic 20gm Tomato sauce 20gm		Baked cod fish with sauce 120gm Boiled fettucine with fried basil 80gm Vegetable 30gr Garnish 1pc		Chicken thigh baked with sauce 120gm Mashed potatoes 60gm Vegetable 30gr Garnish 1pc		Seafish ragout with cream sauce with saffron and vegetables 100gm Mashed potato with parsley 60gm Fried zucchini triangle 20gm Baby carrot poached 10gm	

<b>Bread</b>	Oven bag		1-5pax	Garlic Bread Soft Roll Wholemeal Roll Grain Roll Other Roll	6 slices 2 pcs 2 pcs 2 pcs 2 pcs	Garlic Bread Soft Roll Wholemeal Roll Grain Roll Other Roll	6 slices 2 pcs 2 pcs 2 pcs 2 pcs	Garlic Bread Soft Roll Wholemeal Roll Grain Roll Other Roll	6 slices 2 pcs 2 pcs 2 pcs 2 pcs	Garlic Bread Soft Roll Wholemeal Roll Grain Roll Other Roll	6 slices 2 pcs 2 pcs 2 pcs 2 pcs
<b>Condiment:</b>	Preset on VNA Butter VNA Shaker  Bulk load		100%	Butter Rose Salt and Pepper (in VN's Toothpick Peanuts	1 1 1	Butter Rose Salt and Pepper (in VN's Shaker), Toothpick Peanuts	1 1 1	Butter Rose Salt and Pepper (in VN's Shaker), Toothpick Peanuts	1 1 1	Butter Rose Salt and Pepper (in VN's Shaker), Toothpick Peanuts	1 1 1

#### AFTER MAIN-MEAL SERVICE

				ALL CYCLE	
Component	Equipment	Choice	Ratio	Menu specification	
<b>Cheese tray</b>	Full size tray		1-10 pax	- 3-4 kinds of chesse - 60-80gr each kind, pre-cut into pieces, 20-25gr/pc - Total cheese weight/tray: 250-300gr (10-15 pcs) - Garnish: 300gr grape; 50gr nuts; 50gr dry fruits; 60gr celery sticks; 60gr carrot sticks.	
<b>Fruit tray</b>	Full size tray	4 kinds	1-10 pax	700gr of assorted seasonal sliced fruit/tray	
<b>Cake tray</b>	Full size tray		1-10 pax	- 2-3 kinds of mini cakes - 2-3pcs/kind - 25-30gr/pc. - Total 6-9 pcs/tray	
<b>Ice cream</b>	China bowl	1 choice	1-10 pax	2 bowls for 1-10pax 60gr/ptn/bowl	

## ATTACHMENT 1: MENU SPECIFICATION BUSINESS CLASS

## BREAKFAST

Component	Equipment	Choice	Ratio	CYCLE 1 (JAN+FEB)	CYCLE 2 (MAR+APR & SEP+OCT)	CYCLE 3 (MAY+JUN & NOV+DEC)	CYCLE 4 (JUL+AUG)
				Menu specification	Menu specification	Menu specification	Menu specification
Fruit	China bowl	No choice	100%	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr Nice decoration with garnish	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr Nice decoration with garnish	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr Nice decoration with garnish	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr Nice decoration with garnish
Yoghurt	China bowl	No choice	100%	Plain yogurt with dried fruit or jam 100gm	Plain yogurt with dried fruit or jam 100gm	Plain yogurt with dried fruit or jam 100gm	Plain yogurt with dried fruit or jam 100gm
Main Course	China entrée dish	Choice 1:	40%	Fried egg noodles 100gm Pork baked in char siu 30gm Oyster sauce with garlic 30gm Wok fried vegetables 30gm	Pork charsiu fried with soya 80gm Chinese rice with oyster sauce and eggs 160gm Fresh green onion 3gm Boiled egg 1pc	Chicken thigh stir-fried with vegetables 30gm Egg noodles fried with vegetables 120gm Vegetables mix stir-fried with ginger 30gm Fried sesame 0,5gm	Rice fried with shrimps 120gm Scrambled eggs with pork minced meat 100gm Fried sesame 0,5gm Chilli 4gm Coriander/cilantro sprig 1pc
		Choice 2:	30%	Fried omelet 100gm Grilled small chicken roulades 2x15gm Oyster mushrooms 30gm Broccoli cabbage poached 1pc Grilled tomatoes 1/4 1pc	Omelette baked with tomatoes 1x110gm Fried bacon strip 2pc Fried Edmond vegetables 50gm Pimento sauce 30gm	Vegetable quiche 1x100gm Fried potato slices 40gm Fried bacon strip 1pc Tomato sauce 30gm	Creamy scrambled egg 90gm Fried potato slices with peel 50gm Grilled small chicken roulades 2x15gm Grilled tomatoes 1/4 1pc Tilsk cheese rubbed 5gm Chive onion cut 1gm
		Choice 3:	30%	Meat pizza 140gm	Vegetable pizza 140gm	cheese 110gm Small chicken roulades 1x15gm Fried zucchini triangle 20gm	Fish pizza 140gm
Bread	Oven bag	5 choices	1-10 pax	Soft Roll 2 pcs Plain Croissant 2 pcs Croissant with almond/choco... 2 pcs Danish Pastry 2 pcs Other Roll 2 pcs	Soft Roll 2 pcs Plain Croissant 2 pcs Croissant with almond/choco... 2 pcs Danish Pastry 2 pcs Other Roll 2 pcs	Soft Roll 2 pcs Plain Croissant 2 pcs Croissant with almond/choco... 2 pcs Danish Pastry 2 pcs Other Roll 2 pcs	Soft Roll 2 pcs Plain Croissant 2 pcs Croissant with almond/choco... 2 pcs Danish Pastry 2 pcs Other Roll 2 pcs
Condiment:	Preset on tray:		100%	Butter Rose (in VN's butter dish), 1ea Salt and Pepper (in VN's Shaker), 1ea Toothpick 1ea	Butter Rose (in VN's butter dish), 1ea Salt and Pepper (in VN's Shaker), 1ea Toothpick 1ea	Butter Rose (in VN's butter dish), 1ea Salt and Pepper (in VN's Shaker), 1ea Toothpick 1ea	Butter Rose (in VN's butter dish), 1ea Salt and Pepper (in VN's Shaker), 1ea Toothpick 1ea



## ATTACHMENT 1: MENU SPECIFICATION ECONOMY CLASS

## MAIN MEAL

Component	Equipment	Choice	Ratio	CYCLE 1 (JAN+FEB)	CYCLE 2 (MAR+APR & SEP+OCT)	CYCLE 3 (MAY+JUN & NOV+DEC)	CYCLE 4 (JUL+AUG)
				Menu specification	Menu specification	Menu specification	Menu specification
Salad appetizer	Melamine bowl	1 Choice	100%	Salmon fillet 15gm Potato salad with dill 20gm Olives 1pc Chinese cabbage leaf 1pc	Pork ham slice 10gm Beef ham slice 15gm Cous cous vegetable salad with asian sauce 30gm	Oily fish fillet 15gm Vegetable salad 20gm Lemon circle 1/2 1pc Olives 1pc	Chicken roulade with sun dried tomatoes and parsley 15gm Ham 1/2 8gm Vegetable salad 20gm Olives 1pc
Dessert	Melamine bowl	1 choice	100%	Cake 50gr	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr	Cake 50gr	3-4 kinds of seasonal fruits. Total weight ~ 80-100gr
Main Course	Alu dish	Choice 1:	50%	Beef stroganoff 100gm Mashed potatoes 60gm Vegetables 30gm	Stir-fried chicken thigh with sauce 100gm Fried egg noodles 80gm Vegetables 40gm	Beef stewed in tomato sauce with coriander 100gm Fried potato dice 60gm Vegetables 40gm	Beef stewed in cherry sauce with rosemary 80gm Jasmine rice 100gm Vegetables 20gm
				Cod baked in barbecue sauce 100gm Jasmine rice 100gm Vegetables 30gm	Baked pork with sauce 100gm Jasmine rice 100gm Vegetables 30gm	Chicken thigh stewed with vegetables and cashew nuts 80gm Jasmine rice 100gm Bok choy cabbage fried with garlic 30gm	Baked pangra with herbs and dill 1x80gm Egg noodles boiled 80gm Asian tomato sauce 30gm Vegetables 20gm
		Choice 2:	50%				
Bread	Oven bag	1 choice	100%	Soft roll 30gr	Soft roll 30gr	Soft roll 30gr	Soft roll 30gr
Tray set up	Bulk load	No choice	100%	Butter port. 1ea	Butter port. 1ea	Butter port. 1ea	Butter port. 1ea
				Salt&Pepper 1ea	Salt&Pepper 1ea	Salt&Pepper 1ea	Salt&Pepper 1ea
				Toothpick 1ea	Toothpick 1ea	Toothpick 1ea	Toothpick 1ea
				Peanuts port. 1ea	Peanuts port. 1ea	Peanuts port. 1ea	Peanuts port. 1ea

ATTACHMENT 1: MENU SPECIFICATION ECONOMY CLASS  
BREAKFAST

Component	CYCLE 1 (JAN-FEB)		CYCLE 2 (MAR-APR & SEP-OCT)		CYCLE 3 (MAY-JUN & NOV-DEC)		CYCLE 4 (JUL-AUG)	
	Equipment	Choice	Ratio	Menu specification	Packed yoghurt	Menu specification	Packed yoghurt	Menu specification
Yoghurt	Melamine bowl	1 Choice	100%					
Fresh fruit	Melamine bowl	1 choice	100%	3-4 kinds of seasonal fruits. Total weight - 80-100g	3-4 kinds of seasonal fruits. Total weight - 80-100g	3-4 kinds of seasonal fruits. Total weight - 80-100g	3-4 kinds of seasonal fruits. Total weight - 80-100g	3-4 kinds of seasonal fruits. Total weight - 80-100g
Main Course	Alu dish	Choice 1:	50%	Rice fried with vegetables and beef Cut beans poached	130gm 30gm	Chicken thigh stewed in oyster sauce Fried rice noodles Stir fried vegetables	60gm 100gm 20gm	160gm 30gm
				Omelette fried with parsley Grilled chicken ham Mashed potatoes 114 Grilled tomatoes 114	110gm 15gm 50gm 1pc	Fried omelet Grilled small chicken roulades Grilled tomatoes 114 Grilled zucchini circle	100gm 80gm 80gm 30gm	110gm 15gm 80gm 30gm
Bread Condiment	Oven bag TNY set	1 choice	100%	Croissant 35gr Butter Toothpick	1pc	Croissant 35gr Butter Toothpick	1pc	Croissant 35gr Butter Toothpick

**ATTACHMENT 1:**  
**MENU STRUCTURE FORMULA FOR CREWS**  
**ON FLIGHTS ON WHICH MEAL WITH MULTICHOICE OF MAIN COURSE**  
**IS PROVIDED FOR BUSINESS CLASS**

Component	Description	Uplift ratio	Equipment
<b>PRE-MEAL SERVICE</b>			
Canape/Nut	Neither canape nor nut.		
<b>TRAY-SET</b>			
<b>Tray-set 1: for Captain(s) and 50% Cabin Attendants</b>		50%	
	Tray for Captain(s)		1/1 size tray
	Tray for Cabin Attendants		2/3 size tray
Appetizer Plate	No appetizer plate		
Soup	No soup		
Salad or Salad Appetizer	Same as BCCL		Melamine bowl
Dessert	Same as EYCL. If there are two kinds of dessert (sweet and fruit) for EYCL: select fruit for Crew's tray-set 1.		Melamine bowl
Condiment set	Same as EYCL		on tray
<b>Tray-set 2: for Co-pilot(s) and 50% Cabin Attendants</b>		50%	
	Tray for Co-pilot(s)		1/1 size tray
	Tray for Cabin Attendants		2/3 size tray
Appetizer Plate	No appetizer plate.		
Soup	No soup		
Salad or Salad Appetizer	Same as EYCL		Melamine bowl
Dessert	- Same as EYCL of next cycle. If it is the same as EYCL dessert of current cycle: provide any different one. - If there are two kinds of dessert (sweet and fruit) for EYCL: select sweet for Crew's tray-set 2.		Melamine bowl
Condiment set	Same as EYCL		on tray
<b>MAIN COURSE FOR ALL CREW MEMBERS</b>			
<b>Hot choices: bulk loaded in oven rack; cold choice: pre-set on meal tray.</b>			
Main course	Choices, menu description and uplift ratio of each choice: same as BCCL.	100%	Big china dish/ big china bowl/appetizer plate
<b>BREAD FOR ALL CREW MEMBERS</b>			
<b>bulk loaded in oven bags for all crew members</b>			
	Any bread roll of BCCL Bread Selection provided that it should be different from EYCL bread roll.	50%	oven bags
	Same as EYCL	50%	oven bags

**Note: Number of crew members is according to aircraft type and actual operational practice.**




**ATTACHMENT 1:**  
**MENU STRUCTURE FORMULA FOR CREWS**  
**ON FLIGHTS ON WHICH MEAL WITH MULTICHOICE OF MAIN COURSE**  
**IS PROVIDED FOR BUSINESS CLASS**

**BREAKFAST**

Component	Description	Uplift ratio	Equipment
<b>PRE-MEAL SERVICE</b>			
Canape/Nut/Cereal...	No pre-meal service.		
<b>TRAY-SET</b>			
	<b>Tray-set 1: for Captain(s) and 50% Cabin Attendants</b>	50%	
	Tray for Captain(s)		1/1 size tray
	Tray for Cabin Attendants		2/3 size tray
Appetizer Plate	No appetizer plate		
Soup	No soup		
Fruit Cut	Same as EYCL		Melamine bowl
Yogurt/Cheese/Cake...	Same as EYCL		Melamine bowl
Condiment set	Same as EYCL		on tray
	<b>Tray-set 2: for Co-pilot(s) and 50% Cabin Attendants</b>	50%	
	Tray for Co-pilot(s)		1/1 size tray
	Tray for Cabin Attendants		2/3 size tray
Appetizer Plate	No appetizer plate.		
Soup	No soup.		
Fruit Cut	Same as EYCL of next cycle. If it is the same as fruit of current cycle, provide any different one.		Melamine bowl
Yogurt/Cheese/Cake...	Same as EYCL of next cycle. If it is the same as those of current cycle, provide any different one.		Melamine bowl
Condiment set	Same as EYCL		on tray
<b>MAIN COURSE FOR ALL CREW MEMBERS</b>			
<b>Hot choices: bulk loaded in oven rack; cold choice: pre-set on meal tray.</b>			
Main course	Choices, menu description and uplift ratio of each choice: same as BCCL.	100%	Big china dish/big china bowl/appetizer plate
<b>BREAD FOR ALL CREW MEMBERS</b>			
<b>bulk loaded in oven bags for all crew members</b>			
	Any bread roll from BCCL Bread Selection provided that it should be different from EYCL bread roll.	50%	oven bags
	Same as EYCL	50%	oven bags

**Note: Number of crew members is according to aircraft type and actual operational practice.**



 <b>Vietnam Airlines</b> BEVERAGE UPLIFT STANDARD AND INSTRUCTION	<b>PART 2: BEVERAGE UPLIFT STANDARD</b> <b>PART 2.3: BEVERAGE UPLIFT STANDARD</b> <b>FOR INTERNATIONAL FLIGHTS</b> <b>VNA-MS-102</b>	Page:
		Issue: Revision: Iss date:

**UPLIFT STATION:** SVO for flts departed from SVO

No	Items	Unit can/bot	C CL		Y/CL (according to no of pax)			
			01-16 p	17-32 p	01-100 p	101-180 p	181-260 p	261-310 p
1	Beer	330 ml	12	20	50	80	110	140
2	Orange juice	1000 ml	7	8	20	30	40	50
3	Apple juice	1000 ml	4	6	16	24	32	40
4	Tomato juice	1000 ml	2	3	4	5	7	9
5	Milk UHT	1000 ml	2	3	8	12	18	22
6	Pasteurized milk	900 - 1000ml	2	3				
7	Coca Cola	330 ml	8	15				
8	Coca Cola	2000 ml			7	10	13	16
9	Coca/Pepsi light/diet/zero	330 ml	3	4				
10	Coca/Pepsi light/diet/zero	2000 ml			2	3	4	5
11	Sprite	330 ml	8	10				
12	Sprite	2000 ml			4	6	8	10
13	Tonic water	150ml	3	4	6	8	10	12
14	Soda water	150ml	3	4	10	12	14	16
15	Ginger Ale	150ml	6	8	12	14	18	20
16	Sparkling mineral water	300-500ml	3	5				
17	High class mineral water	1500 ml	4	7				
18	Purified water	500-600ml	18	30	100	180	260	290
19	Purified water	1250 ml	4	7	40	50	60	70
20	Ice cubes	kg	3	5	10	15	20	20
	<i>Total of carts</i>		2T12	3T12	1T11 & 6T12	1T11 & 8T12	2T11 & 8T12	2T11 & 10T12

\* No 17: the brand could be one of Evian, Vittel, Lavie, Perrier, Volvic, Fiji San Pellegrino.

Số: 359/TTr-TCTHK-TCKT

Hà Nội, ngày 13 tháng 3 năm 2019

VĂN PHÒNG	TỔNG CÔNG TY
ĐẾN	Số: 428 - TGD
	Ngày: 14-3-19
Chuyển	

**TỜ TRÌNH**

**Về việc phê duyệt KHLNCNC gói “Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022”**

Kính gửi: Tổng giám đốc

Thực hiện Điều 13 của Quy chế mua hàng hóa, dịch vụ sử dụng ngân sách chi thường xuyên 2017/HĐQT (QCMS), trên cơ sở báo cáo của Ban DVHK về KHLNCNC và HSYC, PTGD-GĐLV DV đã tổ chức thẩm định và xin báo cáo TGD kết quả như sau:

**I. Quá trình tổ chức thẩm định**

- Ngày 13/02/2019, Ban TCKT nhận được công văn số 143/TCTHK-DVHK đề nghị thẩm định KHLNCNC gói HHDV.
- Từ ngày 14/02-04/03/2019, Ban DVHK cung cấp đầy đủ tài liệu bổ sung, hoàn thiện hồ sơ và giải trình.
- Ngày 06/03/2019, Ban TCKT hoàn thành thẩm định.
- Theo điều 13 QCMS, PTGD là người có thẩm quyền thẩm định; Ban TCKT là cơ quan đầu mối tổ chức thẩm định.

**II. Ý kiến thẩm định**

**1. KHLNCNC:**

Theo thông báo của Ban KHPT, TCTHK sẽ chuyển sang khai thác tại sân bay SVO thay thế cho sân bay DME như hiện nay, do đó việc tổ chức lựa chọn NCC dịch vụ suất ăn tại sân bay SVO là cần thiết.

Đơn giá dịch vụ năm 2019 được xây dựng dựa trên báo giá tại thời điểm tháng 9/2018 của Aeromar, cộng thêm tỷ lệ trượt giá 4,3% (theo CPI thị trường Nga năm 2018) và 2% do thuế VAT tăng từ 18% lên 20% từ năm 2019. Thực tế, do việc cung cấp suất ăn lên chuyến bay là dịch vụ đặc thù và phức tạp, tại sân bay SVO chỉ có 02 nhà cung ứng đủ điều kiện cung cấp dịch vụ suất ăn cho các chuyến bay của TCTHK là Aeromar và Aerofood, các NCC không chào theo cùng một mặt bằng nên không có cơ sở để so sánh giá cạnh tranh. Trong quá trình LNCNC, Ban DVHK có trách nhiệm triển khai thực hiện theo đúng quy định, đảm bảo lợi ích kinh tế cho TCT.

KHLNCNC gói Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022 cần điều chỉnh: danh mục, số lượng, đơn giá, giá trị mua theo KH, nguồn ngân sách. KHLNCNC gói DV sau điều chỉnh phù hợp với QCMS, chi tiết tại Phụ lục 1 đính kèm.

**2. HSYC:**

HSYC cần bổ sung yêu cầu về HHDV: yêu cầu cụ thể về bộ suất ăn, quy cách kỹ thuật; bổ sung yêu cầu về phương thức, điều kiện thanh toán. Sau khi chỉnh sửa, HSYC đã tuân thủ theo quy định của Nhà nước và TCTHK.

Chi tiết kết quả thẩm định tại phụ lục 3 đính kèm.

**III. Thẩm quyền**

Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022 sử dụng ngân sách năm 2019-2022 và phát sinh ngoài KHMS được giao, do đó, TGD có thẩm quyền phê duyệt, quyết định KHLNCNC và HSYC.



#### IV. Kiến nghị

Từ báo cáo nêu trên, kính đề nghị TGD phê duyệt KHLNCC và HSYC gói DV với các nội dung chính như sau:

1. Phê duyệt nội dung báo cáo thẩm định KHLNCC gói DV tại Phụ lục 1 kèm theo.
2. Phê duyệt KHLNCC gói DV với nội dung chính như sau:
  - 2.1 Tên gói DV: Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022.
  - 2.2 Danh mục, số lượng, đơn giá, giá trị mua theo KH: Phụ lục 2 kèm theo.
  - 2.3 Nguồn NS:
    - NS năm 2019: 20.654.318.641 VND, thuộc KHNS năm 2019 của Ban DVHK, mục VI.4.1 Suất ăn.
    - NS năm 2020-2022: sẽ được xây dựng trong KHNS hàng năm của Ban DVHK.
  - 2.4 Hình thức LC NCC: Chào giá.
  - 2.5 Hình thức HĐ: Hợp đồng theo đơn giá điều chỉnh.
  - 2.7 Thời gian thực hiện HĐ: 03 năm, dự kiến từ 01/07/2019.
  - 2.8 Tiến độ triển khai LCNCC: 60 ngày theo lịch kể từ ngày phê duyệt KHLNCC.
3. Phê duyệt HSYC gói DV đính kèm.
4. Ký quyết định phê duyệt kèm theo.
5. Giao Trưởng Ban DVHK ký HSYC, phê duyệt, quyết định các bước tiếp theo trong quá trình lựa chọn NCC, báo cáo TGD phê duyệt kết quả. *Blue*

Tài liệu đính kèm:

1. Công văn 143/TCTHK-DVHK ngày 31/01/2019;
2. Dự thảo Quyết định phê duyệt KHLNCC và HSYC;
3. Phụ lục 1,2,3.

Nơi nhận:

- Như trên;
- DVHK;
- TCKT, PC;
- Lưu: VT, TCKT (*maipe*).

**PHÓ TỔNG GIÁM ĐỐC**

*Blue*  
14.3

**Trịnh Ngọc Thành**

**PHÊ DUYỆT CỦA TỔNG GIÁM ĐỐC**

*Blue*  
14.3  
**Dương Trí Thành**



**PHỤ LỤC 1: Kết quả thẩm định KHLNCC gói HHDV "Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022"**

(Kèm theo tờ trình số: **359** /TTr-TCTHK-TCKT ngày **13** / **03** /2019)

STT	Nội dung thẩm định	KHLNCC CQ/ĐV xây dựng	Đánh giá hồ sơ thẩm		Kết quả thẩm định
			Tuân thủ	Không tuân thủ	
1	Căn cứ pháp lý lập KHLNCC		x		Theo các văn bản ghi tại Phụ lục 2, đã đầy đủ căn cứ để tiến hành lập KHLNCC.
2	Tên gói mua sắm	Lựa chọn NCC cho dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn 01/07/2019 đến 30/06/2022	x		<b>Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022</b> <i>Ngắn gọn tên gói HHDV</i>
3	Danh mục	Không cung cấp chi tiết		x	<u>Ý kiến thẩm định:</u> - Liệt kê chi tiết các danh mục, không sử dụng việc dẫn chiếu theo HSYC. - Chi tiết tại phụ lục 2.
4	Số lượng, đơn giá	Không có		x	<u>Ý kiến thẩm định:</u> - Bổ sung chi tiết Số lượng dự kiến: căn cứ theo danh mục, Ban DVHK có trách nhiệm dự tính số lượng đảm bảo phù hợp với kế hoạch sản lượng năm 2019 và các năm tiếp theo, trong đó, đối với số lượng suất ăn, đã cộng thêm tỷ lệ suất ăn dự phòng (4 suất/chuyến bay). - Đơn giá: Ban TCKT và Ban DVHK đã thống nhất xây dựng đơn giá dịch vụ năm 2019 dựa trên báo giá tại thời điểm tháng 9/2018 của Aeromar, cộng thêm tỷ lệ trượt giá 4,3% (theo CPI thị trường Nga năm 2018) và 2% do thuế VAT tăng từ 18% lên 20% từ năm 2019. Các năm tiếp theo, dự kiến đơn giá tăng 4,3% theo tỷ lệ trượt giá. Thực tế, việc cung cấp suất ăn lên chuyến bay là dịch vụ đặc thù và phức tạp, tại sân bay SVO chỉ có 02 nhà cung ứng đủ điều kiện cung cấp dịch vụ suất ăn cho các chuyến bay của TCTHK là Aeromar và Aerofood, qua khảo sát sơ bộ, các NCC không chào theo cùng một mặt bằng nên không có cơ sở để so sánh giá cạnh tranh. Trong quá trình LNCC, Ban DVHK có trách nhiệm triển khai thực hiện theo đúng quy định, đảm bảo lợi ích kinh tế cho TCT.
6	Giá trị KH	166.256.469.757 VND		x	<b>163.067.682.612 VND</b> 'Giá trị KH được dự tính sau khi điều chỉnh đơn giá, số lượng theo ý kiến thẩm định tại mục 2-4, PL này và cộng thêm 20% thuế.
7	Nguồn NS	Ngân sách năm 2019 - 2022		x	NS năm 2019: 20.654.318.641 VND, thuộc KHNS năm 2019 của Ban DVHK, mục VI.4.1 Suất ăn. NS năm 2020-2022: sẽ được xây dựng trong KHNS hàng năm của Ban DVHK.
8	Hình thức LNCC	Chào giá	x		Chào giá
9	Đối tác mời ĐP (nếu có)	Không	x		Không có
10	Hình thức HD	Hợp đồng theo đơn giá điều chỉnh	x		<b>Hợp đồng theo đơn giá điều chỉnh</b> <i>Do đơn giá điều chỉnh hàng năm theo CPI thị trường</i>
11	Thời gian thực hiện HD	03 năm, từ khi bắt đầu khai thác đường bay SVO - HAN/SGN (dự kiến từ tháng 07/2019)	x		<b>03 năm dự kiến từ 01/07/2019</b>
12	Thời gian triển khai HD	Không có			Không có



STT	Nội dung thẩm định	KHLNCC CQ/DV xây dựng	Đánh giá hồ sơ thẩm		Kết quả thẩm định
			Tuân thủ	Không tuân thủ	
12	Tiến độ triển khai LNCC	60 ngày theo lịch, kể từ ngày phê duyệt KHLNCC.	x		60 ngày theo lịch, kể từ ngày phê duyệt KHLNCC.
13	Thẩm quyền phê duyệt	TGD	x		Gói mua sắm nằm ngoài KHNS (2019-2022) và chưa được lập trong KHMS 2018 nên TGD phê duyệt, quyết định KHLNCC.

**Kết luận:** KHLNCC gói HHDV sau điều chỉnh phù hợp với các quy định của Nhà nước và TCTHK.

Người lập bảng



Phan Chi Mai

Ngày 06 tháng 03 năm 2019

Đầu mối tổ chức thẩm định  
Lãnh đạo Phòng TC



Đặng Ngọc Trường

Ngày 08 tháng 03 năm 2019

Lãnh đạo Ban TCKT



Vũ Đình Thủy

Ngày 11 tháng 03 năm 2019

Cấp thẩm quyền thẩm định  
PTGP-CĐLV DV



Trịnh Ngọc Thành

**Phụ lục 2: Danh mục, đơn giá, giá trị mua theo kế hoạch**  
(Kèm theo Tờ trình số **355** /TTr-TCTHK-TCKT ngày **13/03/2019**)

STT	Danh mục	Đơn vị tính	Số lượng dự kiến (KH năm 2019)	Đơn giá (EUR)	Thành tiền
<b>1</b>	<b>Meal services</b>				
1,1	BCCL	suất ăn/năm	2.824	47,84	135.111,78
1,2	EYCL	suất ăn/năm	39.284	21,40	840.572,52
1,3	CREW	suất ăn/năm	1.884	30,99	58.389,20
<b>2</b>	<b>Phí phục vụ chuyển bay</b>				-
	Handling	chuyển bay/năm	157	930,90	146.151,30
<b>3</b>	<b>Giặt là</b>				-
3,1	Khăn bàn	chiếc/năm	8.798	0,48	4.236,24
3,2	Khăn ăn	chiếc/năm	8.798	0,48	4.236,24
<b>4</b>	<b>Đồ uống</b>				-
4,1	Beer 330ml	Pcs/năm	-	0,56	-
4,2	Orange juice 1000ml	Pcs/năm	5.460	1,01	5.491,67
4,3	Apple juice 1000ml	Pcs/năm	4.056	1,01	4.079,52
4,4	Tomato juice 1000ml	Pcs/năm	4.680	1,01	4.707,14
4,5	UHT milk 1000ml	Pcs/năm	2.964	2,16	6.406,39
4,6	Pasteurized milk 1000ml	Pcs/năm	-	2,03	-
4,7	Coca Cola 330ml	Pcs/năm	2.340	0,32	751,14
4,8	Coca Cola 1000ml	Pcs/năm	1.560	0,65	1.018,21
4,9	Coca/Pepsi light/diet/zero 330ml	Pcs/năm	-	0,32	-
4,1	Coca/Pepsi light/diet/zero 1000ml	Pcs/năm	-	0,65	-
4,11	Sprite 330ml	Pcs/năm	2.340	0,32	751,14
4,12	Sprite 1500ml	Pcs/năm	1.248	2,57	3.204,86
4,13	Tonic water 150ml	Pcs/năm	3.744	2,14	8.012,16
4,14	Soda water 150ml	Pcs/năm	3.744	0,96	3.605,47
4,15	Ginger Ale 150ml	Pcs/năm	-	3,21	-
4,16	Purified water 500-600ml	Pcs/năm	50.232	0,37	18.811,88
4,17	Purified water 1500ml	Pcs/năm	7.488	0,48	3.605,47
4,18	Sparkling mineral water 300-500ml	Pcs/năm	-	2,02	-
4,19	High class mineral water 1500ml	Pcs/năm	-	3,34	-
4,2	Ice cubes (kg)	Pcs/năm	-	0,80	-
	<b>Tổng chi giai đoạn T7/2019 - T12/2019 (EUR) - chưa thuế</b>				<b>624.571,17</b>
	<b>Thuế</b>				<b>124.914,23</b>
	<b>Tổng giá trị giai đoạn T7/2019 - T12/2019 (EUR) - có thuế</b>				<b>749.485,40</b>
	<b>Tổng giá trị giai đoạn T7/2019 - T12/2019 (VND) - có thuế</b>				<b>20.654.318.641</b>
	<b>Tổng giá trị năm 2020 (VND)</b>				<b>49.673.636.331</b>
	<b>Tổng giá trị năm 2021 (VND)</b>				<b>58.544.851.043</b>
	<b>Tổng giá trị giai đoạn T1/2021 - T6/2022(VND)</b>				<b>34.194.876.597</b>
	<b>Tổng giá trị gói DV trong 3 năm (T7/2019 - T6/2022(VND))</b>				<b>163.067.682.612</b>

- Note:**
- Tỷ giá quy đổi EUR/VND: 27.558
  - Nguồn ngân sách: tổng chi dịch vụ mua suất ăn 2019 tại DME/SVO (20.654.318.641 VND) đã được giao trong Kế hoạch ngân sách 2019 của ban DVHK, mục 4.1 thuộc mục VI - Dịch vụ mua ngoài
  - Đơn giá được tính dựa trên báo giá sơ bộ của đối tác từ tháng 9/2018 + tỷ lệ tăng VAT của Nga (từ tháng 1/2019, Nga tăng thuế VAT từ 18% lên 20%), dự báo CPI Nga 4,3%/năm. Đơn giá các năm tiếp theo dự tính tăng 4,3%/năm.
  - Tổng giá trị gói DV trong 3 năm được tính trên cơ sở:
    - CPI dự tính của Nga: 4,3%/năm
    - Tỷ lệ tăng trưởng sản lượng theo thông tin từ Ban KHPT:
      - + 2020/2019: 40%
      - + 2021/2020: 13%
      - + 2022/2021: 12%



**PHỤ LỤC 3: Kết quả thẩm định HSYC gói HHDV "Dịch vụ suất ăn cho VNA tại sân bay SVO giai đoạn T7/2019 - T6/2022"**

(Kèm theo Tờ trình số: 359 /TTr-TCTHK-TCKT ngày 13 / 03 /2019)

STT	Nội dung thẩm định	Đánh giá HS thẩm định		Kết quả thẩm định	
		Tuân thủ	Không tuân thủ	Nội dung trong HSYC cần chỉnh sửa	Sau khi chỉnh sửa
<b>1</b>	<b>Căn cứ pháp lý</b>				
1.1	Quyết định phê duyệt KHLNCC	x		Trình KHLNCC cùng HSYC do cùng cấp phê duyệt là PTGD và để giảm thiểu thủ tục hành chính. HSYC được trình cùng KHLNCC nên chưa có quyết định phê duyệt. Khi PTGD phê duyệt KHLNCC thì sẽ đủ căn cứ pháp lý cho bộ HSYC.	
1.2	Các quy chuẩn liên quan (nếu có)			Bộ tiêu chuẩn CaOM – Catering Operation Management	
<b>2</b>	<b>Nội dung của HSYC</b>				
2.1	Thư mời tham gia	x		Đầy đủ và phù hợp	
2.2	Yêu cầu về HHDV (tên HHDV, quy cách kỹ thuật, số lượng, ...)		x		Bổ sung mô tả chi tiết về HHDV: bộ menu, quy cách chất lượng của suất ăn, món ăn phục vụ hành khách. Chi tiết tại mục 1.1 của HSYC kèm theo.
2.3	Yêu cầu về tư cách NCC	x		Đầy đủ và phù hợp	
2.4	Thời gian, địa điểm giao HHDV	x		Đầy đủ và phù hợp	
2.5	Yêu cầu đề xuất về giá và điều kiện, phương thức thanh toán		x		Bổ sung yêu cầu về điều kiện, phương thức thanh toán. Chi tiết tại mục 3.5 của HSYC kèm theo.
2.6	Thời gian nộp chào giá	x		Đầy đủ và phù hợp	
2.7	Hiệu lực của chào giá	x		Đầy đủ và phù hợp	
2.8	<b>Tiêu chuẩn đánh giá HSDX</b>				
2.8.1	Tiêu chuẩn đánh giá tính hợp lệ của HSDX	x		Phù hợp, đảm bảo cạnh tranh, minh bạch	
2.8.2	Tiêu chuẩn đánh giá năng lực NCC	x		Phù hợp	
2.8.3	Tiêu chuẩn đánh giá kỹ thuật	x		Đầy đủ và phù hợp	
2.8.4	Tiêu chuẩn đánh giá về giá	x		Phù hợp, đảm bảo cạnh tranh, minh bạch	
2.9	Các biểu mẫu	x		Đầy đủ và đúng biểu mẫu	
2.10	Các nội dung khác	x			
<b>3</b>	<b>Thẩm quyền phê duyệt: TGD</b>	x		Tuân thủ phân cấp ủy quyền của TGD cho PTGD-GDLV và thủ trưởng CQDV	

**Kết luận:** HSYC sau thẩm định đã đúng KHLNCC được phê duyệt, phù hợp với các quy định của Nhà nước và TCTHK.

Người lập bảng



**Phan Chi Mai**

Ngày 06 tháng 03 năm 2019

Đầu mối tổ chức thẩm định

Lãnh đạo Phòng TC



**Đặng Ngọc Trường**

Ngày 08 tháng 03 năm 2019

Lãnh đạo Ban TCKT

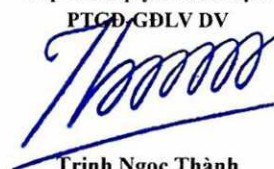


**Vũ Đình Thủy**

Ngày 11 tháng 03 năm 2019

Cấp thẩm quyền thẩm định

PTGD, GDLV DV



**Trịnh Ngọc Thành**