



## REQUEST FOR PROPOSAL

**Name of goods /services:**

Advertising service for Vietnam Airlines in Australia on State Public transport.

**Invitator:** Vietnam Airlines JSC, Australia Branch

*Sydney, 15th of July 2019*

**GENERAL MANAGER,  
AUSTRALIA BRANCH**

**Truong Tran Ngoc Hung**

## **1. Supplier's eligibility**

Supplier must have Business registration (ABN/ACN number)

Supplier must not involve in any disputes, lawsuits, conflicts of interests or violation of contract with Vietnam Airlines

## **2. Supplier's capability and experience criteria**

Supplier must have capability to provide requested service. Experience in Airlines industry is essential.

## **3. Scope of work:** requested by HDQ

Advertising service for Vietnam Airlines in Australia on State Public transport as following:

- Bus advertising
- Between August or September for 4 weeks
- 10 Superside panels
- Bus routes from suburbs to CBD

## **4. Language in proposal:** English

## **5. Currency in proposal:** Australian Dollar

## **6. Validity of proposal:** 15 days from the submission deadline

## **7. Submission deadline:** 5:30pm on 22nd July 2019

## **8. Proposal Assessment:**

Steps of Proposal Assessment shall be as follows:

### **Step 1: Assess the validity, eligibility of the proposal; supplier's capability and experience**

Invitator Party assesses the validity, eligibility of the proposal; Supplier's Capability and Experience in accordance with assessment criteria in sections 1,2,3,4,5,6,7 and follows the assessment method of "Pass/Fail".

Supplier's Proposal Documents shall be considered "Passed" if all requirements are met. Technical assessment shall be followed.

### **Step 2: Technical Assessment**

The Proposal Documents which qualified requirement of legality, capability and experience shall be assessed in accordance with technical requirements in section 3 and follows the method of "Pass/Fail".

Supplier's Proposal shall be considered "Passed" if all technical requirements are met. Price comparison shall be followed.

### **Step 3: Price comparison**

Proposal Document having the lowest price will be prioritised.

If suppliers propose similar prices, Invitator Party will prioritise Supplier as follows

- Supplier that had provided service for Vietnam Airlines in Australia
- The earliest received Proposal Document

Supplier shall be chosen when they meet all of the following requirements:

- Have eligibility Proposal Documents, meet requirements of capability and experience; meet technical requirements
- Have the lowest evaluated proposed price

**Step 4: Negotiation**

Chosen supplier will be contacted by Invitator Party for negotiation, correcting, editing errors (if any) and deducting discounts and promotions (if any)

**Step 5: Contract discussion, completion and signing**

Negotiation and completion to sign contract will base on the approved decision of chosen supplier, Invitation for Proposal, Proposal Documents of chosen supplier and draft of contract.

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