**REQUEST FOR QUOTATION  
SPECIFICATION OF STANDARD SERVICES**

**Procurement no: 17-SS003-25**

## Specification

### Background

This specification outlines the requirements for chartering transportation services to facilitate the return travel of a Member of Parliament (MP) and their spouse to Banaba Island, following the House of Parliament session held from 03 March 2025 to 14 April 2025. The charter service will also support the MP's constituency visit.

Given the remoteness of Banaba Island, special travel arrangements are necessary. The chartered transportation must ensure a **safe**, **efficient**, and **comfortable** journey for the MP and their spouse.

### Requirements

All supporting documentation must be in English.

The charter service must meet the following requirements:

1. Transportation

a)  The charter service should provide a suitable mode of transportation, such as shipping

vessel, capable of reaching Banaba Island

b)  The mode of transportation should ensure a safe and smooth journey, considering the unique

challenges associated with travelling to the Banaba Island.

2. Safety and Security

 The charter service should prioritise the safety and security of the MP and spouse.

 The transportation provider should adhere to all relevant aviation or maritime safety

regulations, ensuring the vessel is properly maintained and equipped with necessary safety

features.

3. Comfort and Amenities

 The charter service should respect the privacy and confidentiality of the MP Banaba and his

spouse during the travel, ensuring that sensitive information is handled securely and that any

necessary arrangements are made to maintain their privacy.

### Delivery Time

The charter service provider should specify the expected delivery time for the transportation

service. This includes the departure time from the designated location to Banaba Island and the

estimated time of arrival at the island. The delivery time should be reasonable and take into account

factors such as travel distance, weather conditions, and any necessary stops or layovers.

## Description of the Services to be provided

*Here, list all items to be Tendered*

*(This part may be replaced by a proprietary Service Provider description)*

|  |  |  |  |
| --- | --- | --- | --- |
| Pos. | Description | Delivery Time (to be Tendered) | Price (to be Tendered) |
| 1 | Charter to/ from Banaba | 4 to 5 days |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |