**REQUEST FOR QUOTATION  
SPECIFICATION OF STANDARD SERVICES**

**Procurement No:** **RFQ- 17-SS004- 25**

## Specification

### Background

This procurement is initiated to support the **repatriation of the Honourable Member of Parliament (MP) for Banaba Island and his spouse**, following the conclusion of the House of Parliament meeting on **22nd August 2025.**

In accordance with the **official travel policy of the Maneaba ni Maungatabu Office**, MPs and their spouses are to be returned to their respective home islands **within one week** of the meeting's adjournment. While the **exact travel date is yet to be confirmed**, the transport must be on standby and available when required to ensure compliance with policy and to minimize delays.

The MP in question also serves as a member of a Parliamentary Committee. While **all committee members are encouraged to remain on South Tarawa** until the completion of their respective committee assignments, the procurement timeline for this charter must adhere to the one-week repatriation policy, as the MP may choose to travel earlier than the finalisation of committee work.

Due to the **remoteness and limited transport options to Banaba Island, chartered transportation** is the only viable method to ensure a safe, efficient, and comfortable return journey for the MP and his spouse. This charter service is therefore essential and must be secured in advance to provide flexibility around the MP's preferred travel date.

### 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 from Trw-Banaba |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |