



**PROCUREMENT NOTICE  
OPEN ADVERTISED BIDDING  
(Authorised under Section 16 of the Public Procurement Act 2006)**

**CONSULTANCY SERVICES FOR TARIFF STUDY FOR MAURITIUS PORTS AUTHORITY  
AND CARGO HANDLING CORPORATION LTD  
CONTRACT MPA 613/2024**

The Mauritius Ports Authority (MPA) is inviting proposals from suitably local and overseas qualified Consultancy Firms for the **Tariff Study for Mauritius Ports Authority and Cargo Handling Corporation Ltd**, as more fully described in the bidding document.

The bidding exercise will be conducted through Open Advertised Bidding method according to the rules and regulations of the Republic of Mauritius.

Bidders, specialized in the field, who are willing to participate in this exercise may contact the office of:

**The Manager, Administrative Services  
Mauritius Ports Authority  
H. Ramnarain Building  
Mer Rouge, Port Louis  
Republic of Mauritius  
Tel: + 230 206 5400  
Fax: +230 240 0856  
Email: [info@mauport.com](mailto:info@mauport.com)**

A complete set of bidding documents will be submitted to eligible and qualified bidders via email.

**Submission of Proposals**

Proposals (Technical & Financial) in sealed envelopes clearly marked "**Contract MPA 613/2024 – Consultancy Services for Tariff Study for Mauritius Ports Authority and Cargo Handling Corporation Ltd**", should be addressed to the Director General, Mauritius Ports Authority, 1<sup>st</sup> Floor, H. Ramnarain Building, Mer Rouge, Port Louis, Republic of Mauritius.

**Deadline for the Submission of Proposals**

Proposals should be either deposited in the **Bid Box** located in the **Chief Officer's Office, Mauritius Ports Authority, 1<sup>st</sup> floor, H. Ramnarain Building, Mer Rouge, Port Louis, Republic of Mauritius** or submitted by registered post or courier so as to reach the Mauritius Ports Authority on or before **Thursday 25 July 2024 at 14.00 hours (Mauritian time) at latest**.

Technical Proposals will be opened on the same day at **14.15 hours (Mauritian time)** in the presence of bidders or their representatives who choose to attend.

Proposals received after the specified closing date and time will not be considered.

The Mauritius Ports Authority reserves the right to accept or reject any proposal and to annul the bidding process and reject all proposals at any time prior to award of the Contract, without thereby incurring any liability to any Bidder.

**Mauritius Ports Authority  
H. Ramnarain Building  
Mer Rouge, Port Louis  
Republic of Mauritius  
Tel: +230 2065400  
Fax: +230 2400856  
Email: [info@mauport.com](mailto:info@mauport.com)**

**29 May 2024**



**ONLINE REGISTRATION OF POTENTIAL SUPPLIERS FOR THE FINANCIAL YEAR 2024/2025**

The Mauritius Broadcasting Corporation (MBC) is inviting local and overseas potential suppliers, contractors and consultants to register **ONLINE** with the Corporation for the supply of:

1. Goods, works, services and consultancy services.
2. TV Contents (TV films and serials, local productions etc.).
3. TV Broadcasting equipment & accessories including spare parts.

Details/conditions and list of MBC requirements for Goods, Works and Services and Consultancy services may be viewed online on the following websites:

- A. [www.mbcradio.tv/procurement](http://www.mbcradio.tv/procurement);
- B. MBC Facebook Page. ([www.facebook.com/mbcmaurice/](https://www.facebook.com/mbcmaurice/)) Social Media.

Interested parties or firms are invited **to register online** on the following website addresses and by uploading all the requested documents and their **updated** company profiles:

- i. [www.mbcradio.tv/procurement](http://www.mbcradio.tv/procurement) (MBC website).
  - ii. <https://eproc.publicprocurement.govmu.org> (Procurement Policy Office (PPO) website).
1. Suppliers providing inaccurate or incomplete information will not be considered.
  2. No price of materials/services should be submitted at this stage.
  3. The attention of applicant is being drawn to the fact that registration does not mean that the Corporation has or will have any contractual obligation towards them and this does not entitle them to become exclusive providers of any goods, works and/or services.
  4. The Corporation reserves the right to look for alternative suppliers/contractors, whenever it deems necessary to do so.
  5. Suppliers/Contractors and Consultants previously registered with the Corporation should register again on the MBC website.
  6. Interested parties shall register **ONLY** for goods, works, services and consultancy services which are under their current lines of business.
  7. For local contractors – CIDB certificates must be submitted, where applicable, as and when requested by the MBC.
  8. For all queries/assistance regarding online registration on **MBC website**, please contact the **MBC ICT Department** on weekdays from 09:00 to 16:00 on the following e-mail address: [cis@mbc.intnet.mu](mailto:cis@mbc.intnet.mu); Tel: + (230) 402 8099, Extension 602 or 603.
  9. For all queries/assistance regarding online registration on the **PPO website**, please contact the **Procurement Policy Office (PPO)** helpdesk on weekdays from 09:00 to 16:00 on the following e-mail address : [eprocdesk@govmu.org](mailto:eprocdesk@govmu.org) ; Tel: +(230) 260 5580.

Closing Date: 30<sup>th</sup> June 2024.

## **GUIDELINES TO BIDDERS ON THE PROCESS OF BIDDING THROUGH E-PROCUREMENT SYSTEM**

**<https://eproc.publicprocurement.govmu.org>**

### **1. Registration of bidders on e-Procurement System:**

All the bidders intending to do business with the Public Bodies of Government of Mauritius are required to register on the e-Procurement System on the website:

**<https://eproc.publicprocurement.govmu.org>**

Bidders will be required to provide information in the online registration forms along with necessary credential documents.

Bidders registered on the e-PS may be selected for participation in restricted Invitation which are open for participation to only limited number of bidders.

### **2. Digital Certificates:**

It is required that the bid data submitted by the bidders online should be signed electronically using their Digital Certificate to establish the identity of the Supplier submitting the bid online. It is to be noted that only the Digital Certificates issued by the Certification Authorities licensed by Government of Mauritius will be allowed to be used on the e-Procurement System.

Currently, the following organization is registered with the Government of Mauritius:

1. <https://mausign.govmu.org/main.sg>

**Important Note: The bidders can complete the DECRYPTION AND RE-ENCRYPTION of BIDS stage using only the Digital Certificate that is used to ENCRYPT the data and sign the hash during the ONLINE BID PREPARATION AND HASH SUBMISSION stage.**

**In case, during the process of a particular Invitation for Bid, the Supplier loses his / her Digital Certificate because of any technical issues (such as misplacement, virus attack, hardware problem, operating system problem, system formatting, etc.); he / she may not be able to submit his bid online. The bidders are required to ensure that their Digital Certificates are**

valid up to the expiry date of Bid Preparation and Hash Submission stage of the Invitation to Bid.

Hence, the bidders are advised to keep their Digital Certificates in a safe place under proper security to be used whenever required.

The digital certificate issued to the Authorised User of a Partnership firm / Private Limited Company / Public Limited Company / Trust / Association used for online bidding will be considered as equivalent to a no-objection certificate / power of attorney to that User. Unless the certificate is revoked / expired, it will be assumed to represent adequate authority of the specific individual to bid on behalf of the Organisation for online bids as per the Electronic Transaction Act 2000. This Authorized User will be required to obtain a Digital Certificate. The Digital Signature executed using Digital Certificate of this Authorized User will be binding on the firm. It shall be the responsibility of the owners of the organization to inform the Certifying Authority of a change of the Authorized User and to apply for a fresh digital certificate for the new Authorised User.

### **3. Publishing of Public Notices:**

For the Invitation to Bids processed using the e-Procurement System, the Invitation for Bid shall be published in the media and the detailed Public Notice shall be published on the eProcurement System. Bidders can view the notice and the time schedule for all the Invitation for Bids processed using the e-Procurement System on the website:

<https://eproc.publicprocurement.govmu.org>

### **4. Time Schedule:**

All the stages of the Invitation for Bids are time locked as set by the Public Body bidders are therefore strictly advised to follow the time schedule to perform the tasks of downloading the bidding documents and preparing and submitting their bids online within time.

**Disclaimer:** It is mandatory that bidders submit their bids according to the time displayed on the e-PS. No Public Body will accept any challenge from a supplier on any mismatch of the time schedule.

**5. Downloading the Bidding Documents:**

The bidding documents processed using the e-Procurement System will be available online **ONLY**. The documents will be available to bidders for download to the bidders from the start date and time of the download bidding documents stage and up to scheduled date and time as set in the time schedule.

After completion of the stage, the bidders will be able to download the receipt confirming the completion of the stage.

The bidders who complete the download bidding documents stage will be notified of any amendments / addenda issuance in future, if any, to the Invitation for Bids.

In case of any addenda / amendment issued to the Invitation for Bid, the bidders participating in the process after the addenda/amendment is issued will be able to view the notifications.

**6. Clarifications required by the bidders on the Bidding Document:**

The bidders will be allowed to submit clarifications required on the bidding documents. The bidders will be able to submit the clarifications, anonymously if they choose so. The clarifications will be required to be submitted before the expiry of the time set by the Public Body processing the Invitation for Bid. The Public Body / Ministry will respond to the clarifications requested and the bidders will be informed online.

**7. Preparation of Bids and Submission of Bid Seals (Hashes) of Online Bids by the bidders:**

The bidders are required to prepare their bids online, encrypt their Bid Data in the Bid Forms and submit digitally signed Bid Seals (Hash values) using the Digital Certificate issued to the Authorized Representative of the organization. Even after the submission of the signed Bid Seals (Hash Values), the bidders will be allowed to withdraw their bids, if they want to do so. The bidders can also choose to rework on their bids until the last time and date set for the stage. However, if the bidders choose to rework on the Bid data, it will be their responsibility to ensure that they complete the Bid Preparation and Hash Submission stage and re-submit the revised Bid Seals (Hash Values) before the expiry of the time and date set for the stage. Failure to do so will render their status as incomplete for this stage and their bid shall be deemed to have been withdrawn for the following stages of the Invitation for Bid. The bidders will be notified for completion of the stage.

**8. Generation of Super – Hash (Bid Closing):**

After the time of submission of Bid Seal (Hash) by the bidders has lapsed, the bid round will be closed and the authorized Official from the Public Body will generate a Super Hash which shall be digitally signed by the Official. The Super Hash will be made public.

**9. Decryption and Re - Encryption Bids:**

During this stage all the bidders who have completed the Bid Preparation and Hash Submission stage have to decrypt the Bid Data using their Digital Certificate and re-encrypt the Bid Data within the specified time as stated in the time schedule. During the process, the bidders will not be able to modify the Bid data in any way.

The encrypted data of only those bidders who have submitted their Bid Seals (Hashes) within the stipulated time, as per the bid time schedule (Key Dates), will be accepted by the system. A bidder who has not submitted Bid Seals (Hashes) within the stipulated time will not be allowed to decrypt and re-encrypt his Bid Data.

Failure to complete this stage will render their status as incomplete for this stage and their bid will not be available during the Bid opening stage.

The bidders will be notified for completion of the stage.

**10. Submission of Bid Security Deposit / Samples:**

The bidders shall submit their Bid Security /Samples, if required for the Invitation to Bid as usual in a physically sealed envelope/parcel and the same should reach the designated Office of the Public Body as stated in the Notice for Invitation of Bids.

Moreover, the bidders have to upload scanned copy of the Bid Security online during the Bid Preparation and Hash Submission stage.

**11. Bid Opening:**

The authorized officer of the Public Body shall first open the online envelopes submitted by the bidders. The process of opening bids will be done online.

The officer will match the Bid Seal (Hash) of each envelope with the hash submitted by the bidders during the **Bid Preparation and Hash Submission** stage. In the event of a mismatch, the Bid Data in question shall be liable for a due process of verification. After matching the Bid Seals, the Official will also match the Super Hash generated during opening of the Bids along with the Super Hash value generated during the Bid Closing stage. In the event of a mismatch, the process shall be liable for verification.

The Official of the Public Body shall then open the physical envelopes containing the Bid Security envelope of all the bidders and verify the scanned copy of the Bid Security uploaded by the bidders, if required for the Invitation to Bid.

Where samples have been requested, the Official shall open them and record the details of the supplier to match same with the online bids.

**12. Clarifications:**

After opening, in case if the Public Body requires any clarifications from a bidder, it will be done online.

**13. Evaluation of Bids:**

After opening, Public Body will conduct the evaluation of bids online.

**14. Notification of Evaluation Results:**

Bidders will be notified of the evaluation results online.

**15. Challenge and Appeal:**

This process has not yet been activated and bidders must continue to do so manually.

**16. Award of contracts:**

Successful bidder/s will be awarded the contract online. However, certain processes like the submission of Performance Guarantee and Signing of Contract will be performed offline. Officers of the Public Body will record the offline process and upload copy of supporting documents online.

For any further queries, bidders may kindly contact the helpdesk for e-Procurement System on weekdays from 9:00 a.m. to 4:00 p.m.:

Telephone number: +230 2605580

Email Address: [eprocdesk@govmu.org](mailto:eprocdesk@govmu.org)



Our client The Cargo Handling Corporation Limited (CHCL) is the solo operator for container handling activities at Port Louis. It also handles general and bulk cargoes excluding products through pipelines. CHCL is seeking to recruit its:

## MANAGING DIRECTOR AND DEPUTY MANAGING DIRECTOR

### MANAGING DIRECTOR

The Managing Director will discharge all obligations and responsibilities as a member of the Board.

#### RESPONSIBILITIES:

- Make operational decisions on financial, operating, personnel, procurement, commercial and related matters as approved by the Board.
- Establish objectives for Corporation Departments within the framework the organisation's objectives and reviewing and approving plans and programmes developed by them to accomplish the objectives established.
- Submit annual revenue and capital budgets and establishments proposals to the Board for approval, and subsequently ensuring that expenditure and staffing are monitored and controlled with the budgets and establishments authorised.
- Monitor the operating and financial results of the Corporation, taking any necessary corrective action.
- Provide the Board with all necessary information, reports, and statistics to enable it to exercise overall surveillance of the affairs of the Corporation.
- Ensure financial compliance and uphold high standards of corporate governance, in line with Company's objectives and policies.
- Identify, develop, formulate, and direct the implementation of business strategies and corporate policies.
- Maintain and develop the organisational culture, values and reputation with all stakeholders including staff, customers, suppliers, partners, and regulatory/official bodies.
- To provide reports on the Company's performance and advice on strategic management and general administrative issues in relation to the Company's matters.

#### PROFILE:

- (1) A Professional Qualification or a Degree in either Finance or Economics or Business Administration or Maritime Transport from a recognised institution.
- (2) A Postgraduate qualification to the relevant field; OR
  - Equivalent qualifications to 1 and 2 above acceptable to the company.
  - At least 10 years' post-qualification experience in a managerial position.
  - Strong leadership and managerial abilities.
  - Good analytical skills and ability to effectively lead a team of professional and senior managers.
  - Excellent communication and negotiation skills and proficient knowledge of Port management.

### DEPUTY MANAGING DIRECTOR

The Deputy Managing Director will assist the Managing Director in the discharge of his responsibilities.

#### RESPONSIBILITIES:

- Identify, develop, formulate, and direct the implementation of business strategies and corporate policies.
- Plan and direct the organisation's activities to achieve stated/agreed targets and standards for financial and operational performance, quality culture and legislative adherence.
- Maintain and develop organizational culture, values and reputation and with all stakeholders including staff, customers, suppliers, partners and regulatory/official bodies.
- Report to shareholder's/parent board on organization plans and performance.
- Prepare / vet Board papers prior submission to Board.
- Coordinate and supervise the work of the different Strategic Business Units and the Technical sections.
- Formulate policy guidelines on matters relating to activities of the company including HRI Risk/ Environment/ Procurement and the marketing of services of the company.
- Liaise with all statutory bodies, including MPA, to ensure that all key players in turn direct and coordinate their efforts towards attaining the overall objectives of operations.

#### PROFILE:

- A Professional Qualification or a Degree in either Finance and Economics or Business Administration or Management or Maritime Transport from a recognised institution or equivalent qualification to above acceptable to the Company.
- At least 5 years' post-qualification experience in a managerial position.
- Strong leadership and managerial abilities.
- Good analytical skills and ability to effectively lead a team of professionals and Senior Managers.
- Excellent communication and negotiation skills and proficient knowledge of Port's Management.
- Ability to establish and maintain effective relationships with Board of Directors, Public officials, subordinates, and other stakeholders.



Interested and qualified candidates are invited to send their CV to [executivesearch@alentaris.com](mailto:executivesearch@alentaris.com), not later than 3<sup>rd</sup> June 2024.

Alentaris Recruitment Ltd, The Factory, Viv6a Business Park, St Pierre  
T: 405 7100 F: 433 7036 [www.alentaris.com](http://www.alentaris.com)



Alentaris Limited reserves the right to invite only the most qualified and experienced candidates for the selection exercise and not to make any appointments as a result of this announcement.

#### EQUAL OPPORTUNITY EMPLOYER

Alentaris Limited respects your privacy and is committed to protecting the privacy, confidentiality, and security of the personal information you provide to us. For more information, please see our detailed privacy notice on our website ([www.alentaris.com](http://www.alentaris.com)).