

## **Request to Tender (RTT)**

*Ministry of Finance*

**Independent State of SAMOA**

**[ On-Shore Petroleum Terminal and Distribution Services Contract ]**

**[ MoF-Energy2023/04 ]**

### **EXPRESSION OF INTEREST**

*The Government of the Independent State of Samoa acting by and through the Ministry of Finance (“Government”) is seeking Tenders from interested parties to be appointed as Distributor and Agent to manage and operate the Government’s On-shore Fuel Facilities in Samoa for five 5 years from 1 August 2024.*

*The Government is the owner of all fixed fuel facilities in Samoa including terminals and pipelines located in Apia and Salelologa and aviation facilities at Faleolo and Fagalii Airports. Lands on which the fuel facilities are located are either owned by Government or subject to lease / Licence agreements entered into by the Government with the landowners.*

*The Government has entered into a Bulk Fuel Supply Agreement with ExxonMobil for the supply of bulk fuels from 1 November 2023 until 31 October 2028 and in turn Government has appointed the incumbent Distributor as its agent to perform the terms and conditions of that contract.*

*The On-shore Terminal and Distributor / Agent (‘the Distributor’) is responsible for;*

- a. Purchasing of all bulk supplies of fuels from the Government’s contracted supplier (currently ExxonMobil);*
- b. Scheduling of Medium Range tankers ‘MRs’ deliveries with the supplier of products to meet the demand for petroleum products and maintain an acceptable minimum reserve stock holding of each product in Samoa;*
- c. Discharge operations of MR tankers into the bulk fuel terminal located at Sogi and the Apia Wharf;*
- d. Management and operation of all terminal and depots to agreed and documented Operational and Health, Safety, Security and Environmental standards, covering the storage and transfer of products between bulk tanks, the loading of delivery vehicles, drum filling, stock control and associated administrative requirements;*
- e. Maintenance of Government owned assets in accordance with forward maintenance programs agreed with Government;*
- f. Distribution of bulk fuels from Sogi terminal to Faleolo Airport and Salelologa depots;*
- g. Distribution of products from the terminal and depots to service stations, Government and commercial account customers;*
- h. Dispensing of aviation fuel to airlines customers from the Airport depot and hydrant facilities at Faleolo Airport and dispensing of fuel at Fagalii Airport;*
- i. Providing debtor account facilities for approved local and overseas account customers;*
- j. Employment and training of personnel to undertake the activities listed above;*
- k. Provision of all working capital to fund the purchase of bulk fuel, own capital items, operating costs and trade debtor.*

Interested Parties should contact and register in writing with Heremoni Suapaia-Ah Hoy via email [heremoni.suapaia@mof.gov.ws](mailto:heremoni.suapaia@mof.gov.ws)

or by letter to

**Chief Executive Officer  
Ministry of Finance  
Level 6  
Central Bank Building  
Apia Samoa**

Registered Interested Parties will be provided with the following:

**Part 1** Request To Tender (RTT), Expression of Interest (EOI) for the On-Shore Petroleum Terminal and Distribution Services (OSPTDS).

**Part 2** A Confidentiality Agreement which will need to be signed before the release of the other RTT documents.

On receipt of the Confidentiality Agreement duly signed, the following additional documents will be released:

**PART 3** Governments Standard Tender Documents (including Schedule of Information covering Government Fuel Facility Assets, Import and Sales Volumes (geographically and by market segment), Pricing Template methodology and other key data);  
Contract Terms and Conditions including specific requirements to OSPTDS in Appendix A

Registered Interested Parties will be able to arrange access to the fuel facilities and may submit written questions to Government during the period up to the date that final Proposals are due.

**Final Proposals will be required to be submitted by 5<sup>th</sup> February 2024**



Saoleititi Maeva Betham Vaai  
**CHIEF EXECUTIVE OFFICER**