

## CALL FOR BID

1. Vietnam Airlines JSC (ARBN 070 843 168) with its registered office at suite 25.03, level 25, 31 Market St., Sydney NSW 2000 Australia, is about to re-assess the service of crew transfer between Sydney International Airport and Sydney CBD-located hotel where its crew stays while on duty to Sydney
2. Herewith is the Request for Proposal of the package “Crew Transfer in Sydney”.
3. The Proposal should be sent to our following address:

The General Manager – Australia  
Vietnam Airlines  
Suite 25.03, Level 25, 31 Market St.,  
Sydney NSW 2000  
Contact person: Ms. Thuy Nguyen – Administrator  
Telephone: (02) 9285 4718 (BH)  
Email: [admin.au@vietnamairlines.com](mailto:admin.au@vietnamairlines.com)

The deadline for submitting the Proposal: COB 27 June 2018 (Sydney time)

Thank you for your attention and cooperation

**For and on behalf of  
Vietnam Airlines JSC**



**Truong Tran Ngoc Hung  
General Manager-Australia**

## **INSTRUCTION FOR BIDDER**

### **Session 1. Contents of service**

Vietnam Airlines would like to invite you to participate in the bid for supply of Crew Transfer service between Sydney International Airport and Sydney CBD-located hotel.

### **Session 2. Scope**

Required service:

Vehicle: 16-seater or greater minibus equipped with luggage trailer suitable for transport of between 14 and 16 crew members, each travels with a cabin bag and a check-in suitcase.

Service frequency: maximum four transfers per day

### **Session 3. Service usage**

Service usage: 01/07/2018 – 30/06/2020 inclusively

### **Session 4. The Proposal contents**

The Proposal contents include:

- The bidder's company profile highlighting its industry experience
- The bidder's proposed price in Australia Dollars.

### **Session 5. Validity period of the Proposal**

Thirty (30) days from the deadline for submission of the Proposal

### **Session 6. Preparing and submitting the proposals**

Address for submitting the proposals:

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