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DRUK HOLDING & INVESTMENTS LTD.

GROUP STANDARD BIDDING DOCUMENT

GOODS



“Power Spares”

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1. NOTICE INVITING TENDER

NIT No: BT/Power Spares/2025

1. Bhutan Telecom Ltd. Invites eligible supplier to submit your ebids for the supply of power Spares.
2. Bhutan Telecom Ltd would like to inform the suppliers to kindly visit the website www.tender.bt for vendor registration and to submit the proposal online.
3. The user manual for vendor registration, bidding process and EMD upload is available on the website www.tender.bt.
4. SBD Timeline

NIT No.	BT/Power Spares/2025
Bid Submission & EMD Submission Date & Time	On or before 11 th March 2025 (11:00 hrs)
Bid Opening Date & Time	11 th March 2025 (14:00 hrs)
RFP shall be available at	www.tender.bt

2. Terms and Conditions

2.1. Scope of Work

The bidder(s) may quote for any or all items as per the technical specification.

2.2. Clarification to the bidding document

Further information can be obtained in writing from procurement@bt.bt/jigdrel.wangchuk@bt.bt/manager.powerandinfra@bt.bt not later than 5th March 2025.

2.3. Documents comprising bid

The bid must be accompanied by the following document:

- a) Bid Security
- b) Valid Trade license
- c) Tax clearance
- d) Compliance statement/sheet for terms & conditions and scope of work for all the technical and general condition of the tender should be provided. The sample is shown below:

Section No.	Clause No.	Sub-Clause No.	Sub-Clause Part No.	Compliance (Yes/No)	Any Deviations and reasons	Price for Compliance
1 or I	1.0	-	-	Yes		
1	1.1.1	-	-	Yes		
1	..					
1	..					
1	1.1.3	(c)	-	Yes		
1	1.7.1	(b)	(iii)	Yes		
1	..					
2	..					
..	..					
4	4.5.5.2	(a)	(i)	Yes		
4	4.5.5.2	(a)	(ii)	Yes		

- e) All supporting document for evaluation criteria
- f) Signed Integrity Pack
- g) Any other relevant documents as required

2.4. Bid Price

- 2.4.1. The quoted price shall be **DDP (Delivered Duty paid) Phuntsholing** as per the Incoterms share in **Annexure IV**.
- 2.4.2. Each item shall be evaluated and contract awarded separately to the firm(s) offering the lowest evaluated price for each item.
- 2.4.3. All prices quoted shall be on a per unit basis and valid till for 12 months from the date of bid opening. The selected bidders shall be contacted for additional supply of any enlisted item in future on repeat order basis for the entire contract period.

2.5. Bid Validity

- 2.5.1. The bid shall be valid for 90 days from the date of submission of the bid. In exceptional circumstances, prior to the expiration of the bid validity period, the Purchaser may solicit the Bidder's consent to an extension of the bid validity period. The request and responses

shall be made in writing. A bid valid for a shorter period shall be considered non-responsive.

2.6. Bid Security

- 2.6.1. The bid shall be accompanied by the bid security (EMD) of **2% of the bid value** in the form of Cash Warrant/ Unconditional Bank Guarantee/ Banker Cheque/ Demand draft in the name of the **Bhutan Telecom Ltd** issued by the Financial Institution enforceable in any Banks in Bhutan.
- a) The Bid security shall be valid up to 90 (Ninety) days.
 - b) The Bid Security is to be submitted as a part of the Bid in a separate sealed envelope and be submitted to Finance & Accounts Division or to our nearest Branch Office within the specified time in SBD timeline.
 - c) Any Bid not accompanied by bid security of adequate value and validity shall be rejected by the Purchaser and considered as non-responsive.
- 2.6.2. The bid security shall be forfeited in the following cases:
- a) If the Bidder withdraws the bid after Bid opening during the period of Bid validity.
 - b) If the Bidder does not accept the correction of the Bid price;
 - c) In the case of a successful bidder, if the bidder fails within the specified time limit to sign the Contract or furnish Performance Security.

2.7. Purchaser's Right to Accept Any Bid, and Reject any or All Bids

- 2.7.1. The Purchaser is not bound to accept the lowest bid and reserves the right to accept or reject any or all the bids without assigning any reason whatsoever.
- 2.7.2. The purchaser also reserves the right to cancel the bidding process and reject all Bids at any time before the award of the Contract, without assigning any reason and thereby without incurring any liability to the affected bidder or bidders or any obligation to inform the affected bidder or bidders of the grounds for BT's action/decision.
- 2.7.3. BT retains the right and authority to negotiate certain terms with the bidder before signing the Contract.

2.8. Quantity Variation

- 2.8.1. Depending on the final requirement, at the time of the award of the Contract, the Purchaser may increase or decrease the quantities by twenty five percent (25%) of the indicated quantity.

2.9. Award of Contract

- 2.9.1. The Purchaser shall award the Contract to the Bidder whose offer has been determined to be the lowest evaluated Bid with all the required specification. The Purchaser shall issue Notification of Award/ Purchase Order to the successful Bidder. Until a formal Contract is prepared and executed, the Notification of Award/Purchase Order shall constitute a binding Contract.

2.10. Delivery Schedule

- 2.10.1. The supplier should supply within 2 (two) months from the issue of purchase order date

failing which the supplier shall be liable for liquidated damages as specified detailed in [clause 2.12.](#)

2.11. Performance Security

2.11.1. The supplier shall be required to furnish Performance Security of 10% of the quoted price in the form of cash warrant, demand draft or unconditional Bank Guarantee in the name of Bhutan Telecom issued by a financial institution enforceable in any Banks in Bhutan, which shall be furnished upon issuance of notification of the award. Performance Security shall be valid till the end of warranty period and will be returned after the end of warranty period.

2.12. Liquidated Damage

2.12.1. If the bidder fails to perform the related Supply/Services within the period specified in the Contract/ Purchase Order, the Purchaser shall deduct Liquidated Damages at the rate of 0.1% per day for each day to a maximum of 10% of the contract/Purchase order value.

2.13. Payment Terms

2.13.1. The Hundred percent (100%) payment of Contract/purchase order shall be paid after the delivery of all the materials as per delivery terms and no part payment shall be entertained during the execution of the supply order.

2.13.2. At the time of release of payment, Tax shall be deducted at Source [TDS] from the gross amount of bills as per the Income Tax Act of the Bhutan. The Purchaser shall furnish necessary TDS Certificate to the Bidders, issued by the Department of Revenue & Customs, RGoB.

2.14. Warranty Period

2.14.1. The Supplier shall provide the warranty for a period of one year, for the goods to be supplied and confirm that if any faults are detected within the warranty period in the supplied/installed Goods, the Supplier shall be bound to rectify the fault or replace the Goods as the case may be. The performance security shall be used to cover the cost of supplies not delivered or defective items not replaced or rectified.

2.14.2. Any goods found defective during the warranty period shall be replaced/ repaired by the supplier at his cost. If the supplier fails to rectify and or replace the defective goods, the Purchaser shall do it at the cost of the supplier.

2.15. Inspection and Testing

2.15.1. The Supplier shall conduct standard tests in presence of Bhutan Telecom representatives to conform to general technical standards.

2.15.2. Should any tested/ inspected equipment fail to conform to the requirement of Bhutan Telecom may reject them and the bidder shall resupply/redo/rectify without any cost to Bhutan Telecom.

2.16. Submission of Bid

2.16.1. The Bidder shall submit the bid online and Bidder shall submit Bid Submission Form using

the Form in the Annexure I if so, required in the [clause 2.3](#) above: This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.

- 2.16.2. As such a bid in which the Bid Submission Form. Not duly filled, signed and sealed by the bidder shall be rejected.

2.17. Termination

- 2.17.1. The Purchaser may, by written notice, terminate the Purchase Order or Contract in whole or in part at any time for its convenience:
- a) if the Supplier/contractor fails to perform any other terms and conditions specified with the Purchase Order/ Contract, or exceeds the maximum amount of Liquidated Damages; and
 - b) If the Supplier fails to perform any other obligation(s) under the Purchase Order / Contract, and if the contractor does not take any remedial action within a period of one month after receipt of a notice of default from the Purchaser specifying the nature of the default(s).

2.18. Force Majeure

- 2.18.1. Either party shall be excused from the performance or punctual performance of any of its obligations under this contract, and such obligations shall be extended for a period reasonable under circumstances, if the performance of this contract is prevented or delayed by any cause beyond the effected parties' reasonable control which, without in any way limiting the generality of the foregoing, shall include acts of God, riots, wars, earth quakes, storms, cyclone landfall, lightning, landslides, accidents, pandemic, embargo or requisition (acts of government), including non- availability of visas and permits for contractors' personnel, or delays in the performance of its subcontractors caused by any such circumstances.
- 2.18.2. Non-availability or withdrawal of any export/import licenses for the goods or any part thereof in this contract cannot be considered as force Majeure events.
- 2.18.3. Events caused due to animals and theft cannot be considered as force Majeure events.
- 2.18.4. In case of Force Majeure, the contractor shall promptly notify the employer in writing and furnish the employer with all relevant information thereto.
- 2.18.5. Should a cause of force majeure continue for more than two (2) month, either party shall then have the right to terminate this Contract.

2.19. Governing Law

- 2.19.1. The Contract/ Purchase Order shall be governed by and interpreted in accordance with the Laws of Bhutan.

2.20. Dispute Resolution

- 2.20.1. Any settlement of dispute or arbitration of matter arising from the contract shall be settled as per the Alternative Dispute Resolution Act of Bhutan 2013 for Bhutanese Supplier and United Nations Commission on International Trade Law [UNCITRAL] Arbitration Rules of 1976 for International Supplier and will be binding for both parties.

3. Technical Specification

3.1. General

Item	Description	Total Qty	UOM
DG SPARE PART			
DG TMTL/TAFE 1 Phase 15/20/25 KvA	Air Filter (Eicher, 20KVA, 1Ph) 1977326	8	Nos
	Mobil Filter (Eicher, 20KVA, 1Ph) 1361168	10	Nos
	Fuel Filter (Eicher, 20KVA, 1Ph) 1153602	15	Nos
	Deep sea controller 4522	14	Nos
	Relay I/P 12VDC 4pin, Output NC-NO 4pin.	8	Nos
	AC Contactor Coil	5	Nos
	AC contractor 4 pole TC 1-D25004	15	Nos
	DC contractor 4 pole	9	Nos
	V-belt	2	Nos
DG FG Wilson 1 Phase 16.5/22 KvA (4-5)	Air Filter (934-694) (10000-65574/135326206)	2	Nos
	Air Filter (FG Wilson, 22.6KVA, 1Ph)	1	Nos
	Fuel Filter (901-202/915-663) 10000-51232 (265611117)	4	Nos
	Mobil Filter (915 - 155)/140517050	4	Nos
	v belt (20000-12377/080109107-197)	1	Nos
	AVR Card R250	1	Nos
	Self Starter 10000-17675/U5MK8261)	1	Nos
	Fuel Solenoid 10000-93071 (2711)	1	Nos
DG FG Wilson 1 Phase 32 KVA	Air Filter901-048(901-048)	1	Nos
	Fuel Filter Primary10000-59650(26560163)	1	Nos
	Mobile Filter10000-51233(2654403)	1	Nos
	Fuel Solenoid996-622(996-622)	1	Nos
DG FG Wilson 3 Phase 635 KVA	HeaterPart no. 228-7232, 240VAC 3000W	2	Nos
	Water PumpKRP1715	1	Nos
	Coolant PipeHeater to coolant(Long and Short)	2	Nos
	Alternator veltCH11037 Parkin(size: 197)	2	Nos
	AVR R450	1	Nos
Diesel Generator. 700KVA (FG Wilson) 2 Nos. DG A01: SL No. JGYF7145 U11848X DG B01: SL No. JGYF7145 U10566X	DG fly belt, Perkins CH11186(197)	1	Nos
	Charging ALT belt	1	Nos
	Speed sensor	1	Nos
	Coolant Temp sensor	1	Nos
	Oil pressure sensor	1	Nos
	AVR	1	Nos
	Diodes Forward and Reverse	6	Nos
	Relays DC/AC, Connector, Lugs	1	Nos
Kiloskar 1 Phase 15/20/25	Mobil Filter (Kiloskar, 25KVA, 1Ph)	6	Nos
	Fuel Filter (Kiloskar, 25KVA, 1Ph)	6	Nos
	Air Filter (Kiloskar, 15KVA, 1Ph)	4	Nos

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26/45 kVA, 3 Ph Mitsui Deutz (Khangku exchange)	Fuel Filter	4	Nos
	Mobil Filter	3	Nos
	V Belt	3	Nos
DG 7.5 KVA Sterling	Fuel Filter F002H 20364	3	Nos
	Air Filter D10400230	3	Nos
	Oil Filter D10657110	3	Nos
DG 20 KVA Sterling	Air Filter	15	Nos
	Fuel Filter	15	Nos
	Mobil Filter	15	Nos
	Self starter (12V CW 02 225 01006-W PO84-2128	1	Nos
	Magnetic Switch	2	Nos
	AVR card	2	Nos
	V Belt	2	Nos
	Fuel Solenoid	2	Nos
	Self Starter	2	Nos
Sterling Mains Contactor 4 pole 60 amps	5	Nos	
40/45KVA, 3 Phase Sterling	Air Filter	6	Nos
	Fuel Filter	6	Nos
	Mobil Filter	5	Nos
	Fuel Solenoid	2	Nos
	Self starter	1	Nos
	Magnetic Switch	2	Nos
	AVR card	2	Nos
	V Belt	2	Nos
	Feed Pump	1	Nos
Greaves cotton 15/20 KVA	Air Filter (Greaves Cotton, 15KVA, 1Ph)	2	Nos
	Mobil Filter (Greaves Cotton, 15KVA, 1Ph)	2	Nos
	Fuel Filter (Greaves Cotton, 15KVA, 1Ph)	2	Nos
AMF	Emerssion AMF Pannel	1	Nos
	DG Relay Box	1	Nos
	DG Contactor (AC Coil Voltage = 230 V AC)	3	Nos
	Main Contactor (DC Coil Voltage = -48V DC)	6	Nos
	GCU 105 controller for Emerson AMF	4	Nos
Battery charger	Battery Charger IP 150-265V, O/P 12-14VDC, 10A	10	Nos
	Battery Charger (Sterling, 20KVA, 1Ph) Inupt -48v DC output 12V 10Amps	9	Nos
	Battery Charger- Input:150-265Vac, Output: 24-27Vdc, 20A, portable	2	Nos
Starting battery	DG Starting Battery – 12V 120Ah	7	Nos
	DG starting battery 12vdc 100AH	6	Nos

Item	Specifications	Total Qty	UOM
Aircon gas cylinder	AirCon Gas (R407C)	5	Cylinder
	AirCon Gas (R410A)	12	Cylinder
	Aircon Gas (R32)	20	Cylinder
RECTIFIER MODULES	R48-3200 e	11	nos
	R48-1800	3	nos
	Quantum-4 (4KW Rectifier) (Exicom)	5	nos
Hybrid rectifier Modules	S48-3000	15	nos
ICON Hybrid Rectifier	IP: 100 ~ 250V, 25 Amps, 4KW. (Rectifier module)	5	nos
	IP: 122~400VDC, 12 Amps, 2KW (Solar Module)	5	nos
	M2000 Controller Module EXICOM (38~60V DC, 0.2Amps)	2	nos
Ventilation	Indoor Unit (Pragati)	1	nos
	Outdoor Unit (Pragati)	1	nos
	Indoor Unit (Icon)	1	nos
	Outdoor Unit (Icon)	1	nos
Auto Voltage Regulator (AVR) 650KVA (Servo) 2 Nos. Sl. No. 2109846. Sl. No. 2109847.	R.C Network	6	nos
	Control Transformer	4	nos
	AVR Oil	1600	Ltrs
	Synchronous motor 20KVA	1	nos
Server Rack PDU	32A. 230V	1	nos
Server Rack PDU	32A.3Phase. 415V	1	nos
Exhaust fan (20 kVA, 1 Phase Kirloskar)	230 VAC input, 410 Watt, 1.95 Amps	9	nos
Inverter	48 VDC -230VAC	4	nos
	3kVA	2	nos
	5KVA	1	nos
Heat shrink tube(Heat Shrink Tube For Electrical Wire- Polyolefin, dia 6mm, 8mm, 10mm, 16mm, 25mm, 35mm (5 mtrs each))	red	10	mtrs
	yellow	10	mtrs
	blue	10	mtrs
	black	10	mtrs
	green	10	mtrs
Coolent Pipe	Heater to coolent(Long and Short)	2	nos
Weather Proof PVC Insulation tape (Plasticized PVC film, synthetic rubber based adhesive for electrical insulation application)	red	5	nos
	black	5	nos
	yellow	5	nos
	blue	5	nos
	green	5	nos
FIAMM FG20121 chargeable Lead Acid Battery	12V 1.2 AH(Voltage Regulation 13.50-13.80V)	15	nos

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UPS module	30 KVA UPS module	1	nos
Valve Pipe-PAC	Valve Pipe	10	nos
CR2 Industrial Lithium	Li-Battery CR15H270	20	nos
Relay	RXM 12VDC Schneider(4 NO/4 NC)	56	nos

4. Forms:

Annexure-I Bid Submission Form

[The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date*[insert date of Bid submission]*

Tender No.*[insert number]*.

To : *[insert complete name of the Purchaser]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda number: *[Insert the number and date of issue of each addendum];*
- (b) We offer to supply in conformity with the Bidding Documents and in accordance with the Schedule of Supply the following Goods and Related Services: *[insert a brief description of the Goods and Related Services];*
- (c) The total price of our Bid, excluding any discounts offered in item is: *[insert the Bid Price in words and figures, indicating the various amounts and their respective currencies];*
- (d) The discounts offered and the methodologies for their application are:

Discounts. If our Bid is accepted, the following discounts shall apply: *[Specify in detail each discount offered and the specific item of the Schedule of Supply to which it applies.]*

Methodology of Application of the Discounts. The discounts shall be applied using the following methodology: *[Specify in detail the methodology that shall be used to apply the discounts];*

- (e) Our Bid shall be valid for a period of *[insert number]* from the date fixed for the Bid submission deadline and it shall remain binding upon us and may be accepted at any time before expiry of that period;
- (f) If our Bid is accepted, we commit to provide a Performance Security in accordance with Clause 15 for the due performance of the Contract;
- (h) We, including any subcontractors or suppliers for any part of the Contract, have nationality from eligible countries, viz: *[insert the nationality of the Bidder, including that of all parties that comprise the Bidder if the Bidder is a JV/C, and the nationality each subcontractor and supplier]*
- (i) We have no conflict of interest;
- (j) Our firm, its affiliates or subsidiaries - including any subcontractors or suppliers for any part of the contract - has not been declared ineligible by the Purchaser under the laws or official regulations of Bhutan;

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- (k) We have read the terms and conditions carefully, understood and agree to comply with all the clauses which are mentioned therein. In case of any breach of any condition on our part, we shall be liable for actions as per terms and conditions of the Contract.
- (l) We understand that this Bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (m) We understand that you are not bound to accept the lowest evaluated Bid or any other Bid that you may receive.
- (n) We accept the Vendor Performance Management System.

Signed: _____ [insert signature of person whose name and capacity are shown]

In the capacity of _____ [insert legal capacity of person signing the Bid Submission Form]

Name: _____ [insert complete name of person signing the Bid Submission Form]

Duly authorized to sign the bid for and on behalf of: _____ [insert complete name of Bidder]

Dated on _____ day of _____ [insert date of signing]

Annexure II- Performance Security Form

[The bank, as requested by the successful Bidder, shall fill in this form in accordance with the instructions indicated] Date:
.....[Insert date (as day, month, and year) of Bid submission]

IFB No. and title.....[Insert no. and title of bidding process]

Bank’s Branch or Office..... [Insert complete name of Guarantor]

Beneficiary[Insert complete name of The Company]

PERFORMANCE GUARANTEE No[insert Performance Guarantee number]

We have been informed that [Insert complete name of Supplier]
(Hereinafter called "the Supplier") has entered into Contract No[Insert number] dated
..... [Insert day and month],..... [Insert year] with you, for the supply of
..... [description of Goods and
related Services] (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a Performance Guarantee is required.

At the request of the Supplier, we hereby irrevocably undertake to pay you any sum(s) not exceeding
¹
.....[insert amount(s) in figures and
words] upon receipt by us of your first demand in writing declaring the Supplier to be in default under the
Contract, without cavil or argument, or you needing to prove or to show grounds or reasons for your
demand or the sum specified therein.

This Guarantee shall expire no later than the [Insert number] day of
²
[Insert month] [Insert year], and any demand for payment under it must be received by us at this office on or
before that date. We agree to a one-time extension of this Guarantee for a period not to exceed [six months] [one
year], in response to The company’s written request for such extension, such request to be presented tous before
the expiry of the Guarantee.

[Signatures of authorized representatives of the bank and the Supplier]

Annexure III- Contract Forms

[The successful Bidder shall fill in this form in accordance with the instructions indicated]

THIS CONTRACT AGREEMENT made the.....*[Insert number]* day of *[insert month]*,
[insert year], BETWEEN

1. (1) *[insert complete name of Purchaser]*, a
.....*[insert description of type of legal entity, for example, an agency of the Ministry of
... of the Government of Bhutan, or corporation incorporated under the laws of Bhutan]* and having its principal
place of business at *[insert address of Purchaser]* (hereinafter called “The company”), and

2. (2) *[Insert name of Supplier]*, a corporation incorporated under the laws
of.....*[Insert country of Supplier]* and having its principal place of business at
.....*[insert address of Supplier]* (Hereinafter called “the Supplier”).
WHEREAS The company invited Bids for certain Goods and ancillary services, viz.,
.....*[insert brief description of Goods and Services]*
and has accepted a Bid by the Supplier for the supply of those Goods and Services in the sum
of
.....*[insert Contract Price in words and figures,
expressed in the Contract currency/ies]* (hereinafter called “the Contract Price”). NOW THIS
AGREEMENT WITNESSETH AS FOLLOWS:

In this Agreement words and expressions shall have the same meanings as are
respectively assigned to them in the Conditions of Contract referred to.

The following documents shall constitute the Contract between The company and
the Supplier, and each shall be read and construed as an integral part of the
Contract, viz.:

- (a) This Contract Agreement;
- (b) The Special Conditions of Contract;
- (c) The General Conditions of Contract;
- (d) Technical Requirements (including Schedule of Supply and Technical Specifications.)
- (e) The Supplier’s Bid and original Price Schedules;
- (f) The company’s Notification of Award of Contract;
- (g) The form of Performance Security;
- (h) The form of Bank Guarantee for Advance Payment;
- (i) *[Insert here any other document(s) forming part of the Contract]*

This Contract shall prevail over all other Contract documents. In the event of any
discrepancy or inconsistency within the Contract documents, then the
documents shall prevail in the order listed above.

In consideration of the payments to be made by The company to the Supplier as

3. Hereinafter mentioned, the Supplier hereby covenants with The Company to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. 5. The company hereby covenants to pay the Supplier in consideration of the provision of the Goods and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

5. IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Bhutan on the day, month and year indicated above.

6. For and on behalf of The company Signed: *[insert signature]*

7. In the capacity of [insert title or other appropriate designation] in the presence of*[insert signature]* *[insert identification of official witness]*

8. For and on behalf of the Supplier Signed.....*[insert signature of authorized representative(s) of the Supplier]*

9. In the capacity of [insert title or other appropriate designation] in the presence of*[insert signature]* *[insert identification of official witness]*

Annexure IV- INCOTERMS

Incoterms 2020

Incoterms® 2020 Rules Responsibility Quick Reference Guide											
Inco Docs											
Freight Collect Terms						Freight Prepaid Terms					
Groups	Any Mode or Modes of Transport		Sea and Inland Waterway Transport				Any Mode or Modes of Transport				
Incoterm®	EXW Ex Works (Place)	FCA Free Carrier (Place)	FAS Free Alongside Ship (Port)	FOB Free On Board (Port)	CFR Cost and Freight (Port)	CIF Cost Insurance & Freight (Port)	CPT Carriage Paid To (Place)	CIP Carriage & Insurance Paid to (Place)	DAP Delivered at Place (Place)	DDP Delivered at Place Unloaded (Place)	DDP Delivered Duty Paid (Place)
Transfer of Risk	At Buyer's Disposal	On Buyer's Transport	Alongside Ship	On Board Vessel	On Board Vessel	On Board Vessel	At Carrier	At Carrier	At Named Place	At Named Place Unloaded	At Named Place
Obligations & Charges:											
Export Packaging	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Loading Charges	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Delivery to Port/Place	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Export Duty, Taxes & Customs Clearance	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Origin Terminal Charges	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Loading on Carriage	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Carriage Charges	Buyer	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller	Seller	Seller
Insurance	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable	*Seller	Negotiable	**Seller	Negotiable	Negotiable	Negotiable
Destination Terminal Charges	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller	Seller	Seller	Seller	Seller
Delivery to Destination	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller	Seller	Seller
Unloading at Destination	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller	Buyer
Import Duty, Taxes & Customs Clearance	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Buyer	Seller

*CIF requires at least an insurance with the minimum cover of the Institute Cargo Clause (C) (Number of listed risks, subject to itemized exclusions)
 **CIP now requires at least an insurance with the minimum cover of the Institute Cargo Clause (A) (All risk, subject to itemized exclusions)
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