

**FY 2014**

**US Regional Airline Sector**

**Analysis Project**

**Application Guidelines**

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19th May, 2014

Nippon Export and Investment Insurance

## US Regional Airline Sector Analysis Project

### Application Guidelines

Nippon Export and Investment Insurance publicly invites applications for the US Regional Airline Sector Analysis Project.

#### 1. Project Details

- (1) Project Name: US Regional Airline Sector Analysis Project
- (2) Contract Amount: approximately JPY 16,000,000.
- (3) Specifics: Please refer to the separate sheet "Specifications".
- (4) Delivery Place: Nippon Export and Investment Insurance
- (5) Invitation Method: Please refer to "3. Guidelines".
  
- (6) Others: This project may be carried out by Nippon Export and Investment Insurance and other agencies.

#### 2. Terms and Conditions

- (1) The Contract Period shall be the period of two months commencing in June 2014.
  
- (2) The Contract shall at least contain the provisions related to the following items:  
submission of reports and project deliverables, prohibition of subcontracting,  
monitoring/liaison and coordination, non-disclosure, indemnification, contractual termination,  
governing law/competent court and consultations in connection with any matter not  
stipulated herein.
  
- (3) Should any misrepresentation in the application form or violation of related laws and regulations is identified after the Contract is signed, Nippon Export and Investment Insurance may request for the cancellation and termination of the Contract.

#### 3. Guidelines

- (1) Qualifications and Requirements  
Any participant in the tender must satisfy all of the following ①, ② and ③.

① Qualification for participating in the tendering procedures: Party who does not fall under the following clauses (a), (b) or (c).

(a) Party who does not have the faculty to conclude contract concerned or does not acquire rehabilitation by the bankrupt except minors, persons under conservatorship or persons under assistance who obtain the consent necessary for concluding contract concerned.

(b) Nippon Export and Investment Insurance may preclude any party who is deemed to fall under any one of the following descriptions from participation in tendering for two years from the date of the occurrence of the action described in the following respective items. The same shall apply to those who hire any party as an agent, manager or employee.

i) Party who intentionally executed construction work or production with poor workmanship, or committed dishonest acts concerning the quality or quantity of goods in the course of performance under a contract;

ii) Party who disturbed the enforcement of fair competition, impaired fair pricing, or conspired with others to gain improper profits;

iii) Party who blocked a successful bidder from executing a contract or prevented a contractor from performing his obligations under a contract;

iv) Party who prevented staff members from performing their duties in exercising supervision or making an inspection;

v) Party who failed to perform his contractual obligations without just cause;

vi) Party who hired anyone who committed any of the foregoing acts within the last two years as an agent, manager or employee for the performance of a contract;

(c) Nippon Export and Investment Insurance may preclude those who hire anyone who falls under the preceding clause (b) as its project proposal agent from participation in tender concerned.

② Party shall have Grade A, B or C in the 'Offer of Services, etc' in terms of the qualification for participating in tenders laid down by Ministry of Economy, Trade and Industry (Single qualification for every ministry and agency) in the fiscal years 2013, 2014 and 2015; provided, however, this shall not apply to those who Nippon Export and Investment Insurance gives approval for participation based on a special reason.

③ Party who meets the requirements specified in Specifications 5. and who is capable of appropriately performing the obligations specified in Specifications (limited to those who are incorporated).

(2)Application Period

- ① Opening Date for Applications: 20<sup>th</sup> May 2014
- ② Application Deadline: Your application must arrive by 17:00 (JST) on 6<sup>th</sup> June 2014

(3) Application Method

① Documents to be submitted

- (a) Application form for open applications : One copy

Please carefully read and complete the application form for open applications before submitting it.

- (b) Quotation : One copy

- (c) Other required documents supporting the application form: One copy

② Submission method / Place of submission

Please submit the required documents in the PDF form via e-mail to [infra@nexi.go.jp](mailto:infra@nexi.go.jp)

(You may also submit the documents by domestic postal service or deliver them in person. If you send the documents by domestic postal service, make sure to use the delivery method where receipt can be confirmed such as registered mail. Please be noted that the documents must arrive by the deadline.)

- ③ Please be noted that incomplete documents may not be accepted for review.

- ④ Nippon Export and Investment Insurance staff may later require the applicant to verify the contents of the application. If any item in the application fails to be verified, that item shall not meet the requirements.

⑤ Contact Information

Nippon Export and Investment Insurance  
Structured and Trade Finance Insurance Department  
Infrastructure Group  
F A X : 0 3 - 3 5 1 2 - 7 6 8 8  
e-mail : [infra@nexi.go.jp](mailto:infra@nexi.go.jp)

Inquiries are only accepted via e-mail or FAX.

4. Review of the applications

- (1) The applications will be reviewed and selected at the closed-door sessions by the

selection committee after the deadline (please see 5. Criteria for Selection).

(2) If more than one application are confirmed to meet the “3. (1) Qualifications and Requirements”, an open tender shall be held.

(3) Please be noted that if any false statement is found in the application forms, et al., the applicant shall be excluded from the contract candidate list.

#### 5. Criteria for Selection

The selection committee shall review the proposals that satisfy “3. (1) Qualifications and Requirements” based on the submitted applications and supporting documents, taking into consideration (1) project contents such as feasibility of support, (2) track record of the experts who will participate in the project and (3) project implementation system (contract track record with other institutions, experience, implementation capabilities). It will then select the proposals that are deemed to match the hiring requirements as contract candidates.

#### 6. Notification of Results

The result by the selection committee will be announced in NEXI’s website promptly after the decision is made (around mid June 2014).

An applicant may not ask questions about the reasons for selection or challenge the review result.

#### 7. Others

No submitted applications or supporting documents will be returned. However, please be informed that special attention will be paid to ensure confidentiality. However, if selected, the information will be subject to public disclosure, except for non-disclosure information (such as personal information, information that may harm legitimate interests of business) based on “the Act on Access to Information Held by Incorporated Administrative Agencies, etc.”

(Act No 140 of December 5<sup>th</sup> 1012).

## **Specifications**

### 1. Project Name

US Regional Airline Sector Analysis Project

### 2. Project Overview

- Analysis of the following points with regard to regional airlines operating in the US. i.e.) Business models, strategies for procurement of equipment, financial conditions, past records for filing for Chapter 11 or Chapter 7 or details of similar records and SWOT analysis.

### 3. Project Method

This project shall be implemented by the following method.

- This project must be operated by Party who satisfies the requirements specified in “5. Operator Requirements” described below.
- This project shall be operated as instructed by NEXI or those designated by NEXI.
- Domestic and overseas trips shall be made as appropriate to perform research/coordination necessary for this project. If the project involves travelling, report must be prepared in a timely manner after each trip.

### 4. Project Implementation Period

2 months commencing in June 2014

### 5. Operator Requirements

- ① Party has experience in providing advisory services to US airlines (experience in advisory services to regional airlines preferred but not essential)
- ② Party must have adequate English skills for communication necessary to execute the project.
- ③ Party must have more than 10 years experience in analyzing the aviation industry.

## Application Form

Please complete the following items A, B and C in the application form.

Please visit our website [URL:http://nexi.go.jp/](http://nexi.go.jp/) to learn more about Nippon Export and Investment Insurance.

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Application Date :

Corporate Name : Stamp (Omissible)

President's Name : Stamp or Signature

Address :

Contact Person : (Department, Name, Contact Details)

### A. Overview of Your Company

(1) Business Overview and Organization

(3) Number of Employees

(4) Contract Track Record

- Please write down the contracts (number of clients, names of clients) of the past 5 years concluded with international organizations, overseas or Japanese civil services, Export Credit Agencies and overseas and Japanese financial institutions.

(5) Others

- Please describe any major business changes, such as merger, planned by your corporation.

【Note】 Please use recent data for track records.

### B. Your Implementation System of Project

- Please show your project management chart.
- Please include in the chart the names of ① Project Manager and ② Contact Person

/Coordinator to facilitate the liaison between your company and NEXI.

C. Your Business

(1) Track Record

- Please give specific examples of airline or financial organizations/companies that your company or the participants of the project concerned have built relationship with.

(2) Feasible Project

- Please give specific examples of feasible projects in relation to Specifications 2.