



## ООО Aeroexpress

Sheremetyevo International Airport, Khimki, Moscow Oblast, 141400, Russia  
Tel./Fax +7 (495) 748 60 92

---

---

### INVITATION TO TENDER

To whom it may concern,

We are pleased to invite you to take part in a tender for designing and manufacturing the uniform for the personnel of the first Aeroexpress line - ticket office clerks, conductors, terminal specialists, and train operators.

**Client's Name** ООО Aeroexpress, Sheremetyevo International Airport, Khimki, Moscow Oblast

Aeroexpress was established in 2005 and is currently the sole operator providing passenger transportation services between the major airports of Vnukovo, Domodedovo, and Sheremetyevo, and the central rail terminals of Moscow, as well as providing suburban passenger transportation.

For more details, please visit our website: [www.aeroexpress.ru](http://www.aeroexpress.ru)

Contact for requesting additional tender information: Director of Purchasing and Logistics Department, Zhanna Zotova  
Tel: +7 (916) 240 37 73

#### **Tender Conditions**

1. To participate in the tender, the candidate must submit the following documents:  
Candidate's Qualifying Questionnaire of a due form (visit the website).

The questionnaire shall include the following information:

Company name

Line of business

Bank details (settlement account number, bank name, correspondent account number, and BIC)

Taxpayer identification number (INN)

Legal address, telephone, and fax,

and other information according to the established form.

The bid application must contain the following information:

Brief information about the company.

Company's field of activity.

Experience in the implementation or participation in similar projects.

Commercial offer showing the estimated calculation of costs.

Estimated terms for manufacturing the designed uniform in the amount requested.

Quality management system applied by the company.

2. Deadline for accepting applications is 06 February 2012.
3. Bid applications can be sent to the following address: PO Box 20, Sheremetyevo International Airport, Khimki, Moscow Region, 141425, Russia. Please ensure the envelope is marked with 'Bid Application for Zhanna Zotova'. Alternatively (or in addition), email it to [zotova@aeroexpress.ru](mailto:zotova@aeroexpress.ru) and indicate 'Bid Application' in the subject line.
4. The tender will be held in two stages:
  - At the first stage, candidates participating in the second stage will be determined based on a comprehensive analysis of submitted participants' bid applications by the Tender Committee, taking into account each participant's experience in the field-specific market, the availability of his own production capacities, and other criteria, as specified in the client's requirements. The deadline for the first stage is February 10, 2012.
  - In the second stage, the uniform shall be designed and sample sets tailored according to the Statement of Work and the Aeroexpress Brand Book within 45 calendar days of giving notice on participation in the second stage (note: the specified term can be changed by a decision taken by the Tender Committee).
5. Information on the place and time for carrying out the tender stages will be provided to participants that have submitted tender bids.