

Annex D – Warehouse Management and Handling Services						
This form is mandatory for all submissions to the expression of interest related to the service above. Companies not providing this information shall not be considered for the shortlist.						
Full Company Name (As in incorporation documents)						
Fantasy name (if the company uses a different commercial brand)						
A. Basic Contact Information						
Representation office in Somalia	Address (Including P.O Box if any)					
	Phone Number		Email Address			
Did you complete "Annex A – Basic information"?		Yes ☐ No ☐		Please note that it is mandatory to submit the information in Annex A for any expression of interest to be considered for a shortlist.		
A. Business details						
What best defines your company?		☐ Specialized/third-party warehouse management/handling broker ☐ General warehouse management/handling agent with limited experience in standard procedures. ☐ Warehouse premises landlord owner and warehouse management/handling service provider				
State region(s) of interest by your company for service provision to WFP Somalia (shortlists are regional).		Galmudug ☐ Hirshabelle ☐	Jubaland ☐ South West ☐	Somaliland – Northwest ☐ Puntland – North East ☐		
If the company does not own exclusive trucks, please list truck owners/associations operating with the company:						
B.2 List below all the Warehouse management and Handling services licenses for Somalia and neighboring countries (if available)						
Certification/License	Issuing Body/Local Authority	Number	Date of Issuance	Date of Validity		
B. Average Tonnage handled per year						
Please report the average monthly tonnage (MT/CBM) of cargo transported/handled in the past four years by the company:						
Type of Cargo	2023	2022	2021	2020		
General Food Item - Breakbulk						
General Non-Food Item - Breakbulk						
Containerized Cargo						
Temperature-Controlled Cargo						
Dangerous Goods, including Fuel						
State the maximum cargo in MT that your company can transport/handle per allocation based on daily capacity.		≤ 500 MTG ☐ 500.1 – 1,000 MTG ☐ 1,000.1 – 2,000 MTG ☐ 2,000.1 – 3,000 MTG ☐ 3,000.1 – 4,000 MTG ☐ >4,000.1 MT ☐				
D.1 Truck(s) capacity details						
List below the storage equipment available for operations based on the last 12months availability						
Type	Pallets (800x1200mm)	Pallets (1000x1200mm)	Pallet Racks (in pallet position)	Shrink-wrap pallet machine	20ft Container	40ft Container
Dedicated trucks (owned or exclusively operating with the company)						
Third-party, on-demand.						
List below the cargo handling equipment available for operations based on the last 12months availability						

Type	Manual Pallet Jack	Counter-balanced lift truck (forklift) – 1,500kg capacity	Counterbalanced lift truck (forklift) – 3,500kg capacity	Counterbalanced lift truck (forklift) – 7,000kg capacity			
Dedicated trucks (owned or exclusively operating with the company)							
Third-party, on-demand.							
The list below up to 10 warehouse management and handling equipment owned by your company							
#	Manufacturer	Model	Type	Avg Capacity (MT)	Registration (Tail number)	Year of Manufacture	Configuration
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
D.1 Warehouse facilities - capacity details							
#	Address/warehouse location	Covered area in square metre	Owned/or rented		Utilization		
1			Owned ☐ Rented ☐		Exclusive use ☐ Shared use ☐		
2			Owned ☐ Rented ☐		Exclusive use ☐ Shared use ☐		
3			Owned ☐ Rented ☐		Exclusive use ☐ Shared use ☐		
4			Owned ☐ Rented ☐		Exclusive use ☐ Shared use ☐		
5			Owned ☐ Rented ☐		Exclusive use ☐ Shared use ☐		
The list below the available capacity for warehouse services per region based on the last 12 months availability							
Region	Number of daily workers for cargo handling	Total tonnage handled in a day in MT	Number of cleaners	Number of trained guards			
Galmudug							
Hirshabelle							
Jubaland							
Puntland							
South West							
Somaliland Region							
The list below all the land ownership documents (title deeds), land rates & tax compliance payment receipts for your warehouses in Somalia and neighboring countries (if available)							
Certification/License	Issuing Body	Number	Date of Issuance	Date of Validity			
Does your company have experience in cold/or temperature-controlled storage facilities?		Yes ☐ No ☐		If yes, provide details			
List below the storage capacity in CUBIC METERS in each region based on the last 12 months							
Region	Room Temperature (16°C-25°C)	Cool (8°C-15°C)	Refrigerated (2°C-8°C)	Frozen (below 0°C)			
Galmudug							
Hirshabelle							
Jubaland							
Puntland							
South West							
Somaliland Region							
For the storage above, insert more details about the facility available.							
Region	What is your power source? (Select as many as applicable.)	Do you have a power backup?	Do you have temperature monitoring mechanisms?	Is the facility certified for Good Storage Practices?			
Galmudug	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No			
Hirshabelle	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No			

Jubaland	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No
Puntland	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No
South West	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No
Somaliland Region	☐ Solar ☐ Generator ☐ Main Grid	☐ Yes ☐ No	☐ Thermometer ☐ Freeze indicator ☐ Monitor Card ☐ Vaccine vial monitor	☐ Yes ☐ No

The list of your presence structure in each region is below.

Region	Permanent Representation by your Company's employee?	Operational office availability?	Do you have warehouse cargo handling capacity in the region?
Galmudug	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Hirshabelle	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Jubaland	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Puntland	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
South West	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐
Somaliland Region	Yes ☐ No ☐	Yes ☐ No ☐	Yes ☐ No ☐

List your major clients in Somalia or neighboring countries in the last two years.

#	Name of the organization
1	
2	
3	
4	
5	

C. Insurance

Does your company provide cargo insurance?	Yes ☐ No ☐	If No, please how does your company manages incident risks.
Who is the insurer?	Name of the Company:	
Total value covered in USD		
What are the coverages?		
What are the exceptions not covered?		
Has your company ever recorded losses for a client(s) cargo while under your custody?	Yes ☐ No ☐	If yes, how did you pay the cargo's Cost Insurance and Freight (C.I.F)? State the paid C.I.F Value in USD.
How does your company manage in-transit cargo? Select all that are applicable.	GPS monitoring ☐ In transit regular reporting (emails and calls) ☐ Use of security escorts ☐ Others ☐	
How does your company manage in-transit mechanical breakdowns? Select all that are applicable.	Collaboration with local truck owners to provide alternative trucks ☐ Dispatching trucks from the point of origin ☐ Use of local security guards and local authorities at the incident scene to guard the cargo ☐ Others ☐	

I, hereby certify that the information provided above is true to the best of my knowledge, and I agree that further documentation will be provided if required.

Name & Date: _____

Signature: _____

Stamp