

**Ministry of Education**

Republic of Maldives

**Procurement of Custom Made Furniture (EEDP/G.36)**

Announcement No: (IUL) 22-E/1/2018/44

**INFORMATION FOR BIDDERS**

The Ministry of Education now invites sealed quotations from eligible bidders for custom made furniture as per specifications given in RFQ document.

**EVALUATION CRITERIA:**

* The evaluation criteria is as follows:

|  |  |
| --- | --- |
| **Details** | **Points** |
| Warranty 3 Months – Compulsory for all bidders | Compulsory |
| Price | 50 |
| Duration | 30 |
| RFQ document submitted | 5 |
| Company Profile:   * Company Profile: (4 Points Total)   \*Company Registration  \*GST Registration  \*Pension Registration\*  \*Company Profile   * Financials: (5 Points Total)   \*Latest Financial Statements – 3 Marks AND  \*Latest Bank Statement dated no earlier than 30 days prior to quotation submission date – 2 marks   * Experience (Maximum 3): 6 Points Total   \*Supplied furniture similar to requirement in past 3 years (Maximum 3) - 2 Points each  \*Other projects of related nature to requirement in the last 3 years (Maximum 3) – 1 Point each  -Please provide purchase orders/contracts and completion letters/certificates. | 15 |

**Important Information to be noted:**

* Kindly adhere to all terms given in Section A and Section B of the RFQ document.
* Please make sure to complete and submit the RFQ document. The quote will not be accepted without this document.
* All prices are to be **DDP to final location.**
* \*Pension Registration: The document from Maldives Pension Administration Office stating that the vendor is contributing regularly/does not have to contribute to Maldives Retirement Pension Scheme must be submitted if the vendor does/does not contribute to pension.

**QUOTATION SUBMISSION:**

* Quotation submission is on 14 March 2018, Thursday at 13:00 hours in Coordination Support Unit, Ground Floor, Ghaazee Building, Male’.

6th March 2018