



**MALDIVES INDUSTRIAL FISHERIES
COMPANY LTD (MIFCO)**

OPEN COMPETITIVE BIDDING

FOR

**DEVELOPING A BUDGETARY PROCESS
AUTOMATION SOFTWARE**

BID REFERENCE NO: 134-PRO/I/2023/65

Date: 03rd August 2023

BID REFERENCE	134-PRO/I/2023/65
REQUEST FOR PROPOSALS (RFP)	03 rd August 2023
REGISTRATION FOR AN INFORMATION SESSION (ONLINE)	09 th August 2023 02:00 am, Male 'Time Email to bid@mifco.mv
INFORMATION SESSION	10 th August 2023 11:00 am, Male 'Time
REGISTRATION FOR BID OPENING MEETING (OPTIONAL)	17 th August 2023 12:00 pm, Male 'Time Email to bid@mifco.mv
LAST DATE AND TIME FOR RECEIPT OF BIDS	17 th August 2023 12:00 pm, Male 'Time
TIME AND DATE OF OPENING OF BIDS	17 th August 2023 02:00 pm, Male' Time
BID SUBMISSION	Bids should be submitted only to contract@mifco.mv email.
PLACE OF OPENING OF BIDS	Via Microsoft Teams Head Office, Maldives Industrial Company Ltd. Hilaalee Magu, Maafannu, Male Maldives.
ADDRESS OF COMMUNICATION	Procurement Department, Maldives Industrial Fisheries Company, Hilaalee Magu, Maafannu, Male, Maldives

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A. INVITATION TO BID

The COMPANY invites to submit a proposal from reputed Companies / firms / Individuals who have proven experience in the field of software development for the automation of some administrative processes involved in the procurement and budgetary process.

B. BACKGROUND

Maldives Industrial Fisheries Company Ltd (MIFCO) is a public company incorporated in 1993 to engage in the production, processing and marketing of fish and fishery products in the Maldives. MIFCO aims to continually develop the Maldivian fisheries industry by supplying sustainable fishery products and expanding its services to reach out a larger part of the Maldives. The Company aims to enhance its operations through automation and use of new technology.

C. RESOURCE SKILL EXPECTATION

The competent party is expected to have the following skill set for the project:

- 1. Web Development:** Knowledge of front-end technologies like HTML, CSS, and JavaScript, as well as expertise in using popular frameworks like Livewire, React, Angular, or Vue.
- 2. Back-End Development:** Back-End Development: Skills in server-side development, using frameworks and technologies like Laravel.
- 3. Database Management:** Proficiency in working with and optimizing databases, such as MySQL, PostgreSQL, or others.
- 4. Version Control:** Proficiency in using version control systems like Git, along with best practices for collaboration and code management.
- 5. UI/UX Design:** An excellent understanding of user interface and user experience design principles can be beneficial for creating more user-friendly applications.
- 6. Project Management:** Depending on the role, some level of project management skills may be required, including task estimation, planning, and tracking progress.



D. SPECIFICATION

1. The backend of the application needs to be headless and built on Laravel.
2. The frontend of the application can be based on Vue, React or Livewire. The reason for the choice of framework needs to be specified in the proposal.

E. SCOPE OF WORK

1. Application

- a. Design an efficient minimalist user interface (UI) for the application, ensuring it is user-friendly and intuitive.
- b. Architect the application to handle budget data, user roles, approval hierarchies, and notifications efficiently.

2. User Management

- a. Create a role-based access control system to manage different user roles and permissions within the application.
- b. Integrate with Microsoft SSO.

3. Budget Management

- a. Enable authorized users to allocate budget to departments based on category.

4. Request Management

- a. Enable authorized users to submit item requests.
- b. Enable authorized users to compile item requests with costs.
- c. Enable authorized users to approve requests as a batch.
- d. Enable authorized users to change the status of the requests.

5. Approval Workflow

- a. Implement a request and approval workflow that routes requests to the appropriate approvers based on predefined rules and hierarchies.
- b. Provide options for approvers to approve, reject, or request modifications to budget requests.

F. DELIVARABLES

The bidder is expected to present a work schedule along with the milestones.

Based on the scope of work, the following deliverables are expected:

1. Application wireframes and UI/UX designs.
2. Biweekly progress report.
3. Source code.
4. User documentation and installation guides.
5. Project documentation detailing the database architecture, data flow and integration details.



G. EVALUATION CRITERIA

Only those applications which are responsive and compliant will be evaluated. Offers will be evaluated based on the following scoring method:

Criteria	Details	Points
Price	Lowest Price	50
Experience	Delivery of work of similar nature and scope	40
Duration	Lowest Duration	10
Total		100

H. SPECIAL TERMS AND CONDITIONS

- a. The Party should have experience in similar work / field of at least 3 years.
- b. The bidder shall not subcontract any of the activity.

I. PRICE PROPOSAL AND SCHEDULE OF PAYMENT

1. PRICE PROPOSAL

- The price proposal must be “all inclusive” and expressed in a lump-sum for the total duration of the contract. “All inclusive” excludes all the cost involved in travel arrangements & stay in company sites/facilities as it will be arranged by the COMPANY.
- The lump sum is fixed regardless of the changes in the cost component.

2. PAYMENT SCHEDULE

A payment schedule shall be submitted along with the deliverables.

J. Quotation Validity

The quotation shall remain valid for 30 (Thirty) days after the deadline for date of quotation submission.



K. GENERAL INFORMATION FOR BIDDERS.

1. The Contractor is not obliged to award the work at the lowest price offered. The highest points in the bid evaluation will be considered for award of the work. Points will be awarded based on the information contained in the submitted tender document. If the information is incomplete, you will get fewer points. The information submitted must be accurate. If the information submitted is proved to be incorrect, the bid will be rejected.
2. Supplier shall be responsible for careful examination of all quotation and documents. It is a responsibility of the supplier to collect and clarify all the necessary information prior to bidding and no alteration to submitted offer will be accepted by the Employer after the offer is submitted.
3. Quotation currency should be in Maldivian Rufiyaa (MVR) The quotation price must be written without erasures, both in figures and in words. In case of discrepancy between figures and words, the words shall prevail. Language of document shall be English.
4. Each supplier must submit only one proposal by itself. A supplier who submits or participates in more than one quotation will be disqualified. If Employer discovers or has a reason to believe that collusion exists among any/all quotations, any/all such quotations will be rejected, and all participants in such collusion will be excluded from consideration for future quotation for the same work.
5. The quotation shall be typed or written in indelible ink and signed by authorized signatories. Any change should be initialed.
6. Any Forms related to the RFQ shall be filled and submitted with the quotation.
7. Amendments Before the deadline for submission of quotations, the Employer may modify the RFQ by issuing addenda. To give prospective suppliers reasonable time in which to take an addendum into account in preparing their quotations, the Employer shall extend, as necessary, the deadline for submission of quotations.
8. Deadline for submission of quotation may be extended at the discretion of Employer.
9. Quotation submitted after deadline shall be rejected.
10. Quotation is to be submitted via email to the e-mail address given below.
11. If the email is not received to below email, the Employer will assume no responsibility for the misplacement or premature evaluation of quotations.
12. In the event where the prices received are above the prices anticipated or where the submitted quotations are not representatives of the prices in the general market, MIFCO reserves the right to negotiate.



L. QUERIES

Any query regarding this RFQ should be sent by e-mail to bid@mifco.mv at least 2 days before the date of submission of the bid.

M. INFORMATION SESSION

An information session will be held on 09th August 2023 at 11:00 am in the meeting room of the MIFCO Head Office. Bidders who are interested in participating in this bid but are unable to attend the information session physically may participate in the online information session.

To register for the online session, interested bidders must submit the following information on email to bid@mifco.mv expressing their interest before **09:00 am on 09th August 2023.**

- Announcement No.
- Name of the Company / Business / Party
- Name of the contact person and Mobile Number
- E-mail address

Attending the information session is not a pre-requisite for bid submission. However, bidders shall make adequate effort to understand the scope of work before bid submission.

N. DATE OF SUBMISSION OF BIDS:

The deadline for submission of bids is **15th AUGUST 2023 at 01:00 pm.** Bids submitted after the deadline and incomplete bids will not be accepted. **Bids should be submitted to contract@mifco.mv email.**



ANNEX -1

BID FORM



BID FORM

Date :.....

IFB No :.....

TO: Maldives Industrial Fisheries Company Ltd.

Dear Sir/Madam :

Having examined the Bidding Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer for DEVELOPING A BUDGETARY PROCESS AUTOMATION SOFTWARE in conformity with the said bidding documents for the sum of *(Total bid amount in words and figures)* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this bid.

We undertake, if our bid is accepted, to develop the software within (no of days to deliver) and we have propose the following payment terms for this above request.

Payment Schedule:

Deliverable	Deadline	Amount
1		
2		
3		

- (How do you propose to receive payment. Including credit period given for the invoices)

Below find the similar projects or works completed:

- (Write it in bullet form the number of similar works completed and attach the completion letter along with this bid form)

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in the Maldives.

We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in bribery.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this day of 20

(signature)

(in the capacity of)

Duly authorized to sign Bid for and on behalf of