



Business Center Corporation
Male'
Republic of Maldives

Bid Data

**Project Management Consultancy
for the BCC Creators Hub
(11 Storey Building in Male')**

ANNOUNCEMENT NUMBER: (IUL)BCC-PS/1/2024/23

ANNOUNCEMENT DATE: 19 February 2024

BID OPENING DATE & TIME: 28 February 2024, Wednesday , 1400hrs

ADDRESS: Business Center Corporation, M. Kaneeru Villa, First Floor (A), Orchid Magu

Malé,
Republic of Maldives
February 2024

Section 1. Bid Data

Clause	Details
1	<p>Company Information:</p> <p>A state-owned enterprise incorporated and registered in the Maldives with company number C-0511/2017. Name: Business Center Corporation Address: M.Kaneeru Villa, Orchid Magu, 20212, Male', Republic of Maldives</p>
2	<p>The name of the project is:</p> <p>Project Management Consultancy for the Proposed 11 Storey BCC Creators Hub Building in Male'</p>
3	<p>Work Location:</p> <p>The Construction Project is Located at: Chaandhanee Magu, No. 23, Male', Maldives</p>
4	<p>Duration of Consultancy:</p> <p>The Project Management Consultancy shall span over the Construction Period and Defects Liability Period of the Trade Facilitation Center.</p> <ul style="list-style-type: none"> - The Design and Construction Period is 400 Days - The Defects Liability Period 365 Days
5	<p>Retention Schedule:</p> <p>The proportion of payments to be retained is 5% of each monthly payment up to a maximum of 5% of the total payable amount.</p> <p>50% of the total retained payment will be released upon completion of all deliverables related to construction stage.</p> <p>The remaining 50% will be released upon completion of the defects liability stage.</p>
6	<p>Pre-bid Meeting:</p> <p>No pre-bid meeting to be held for this bid.</p>
7	<p>Requests for clarifications:</p> <p>Requests for clarification should be received by BCC <u>no later than</u>: 1600 Hours, Tuesday, 27 February 2024.</p>

8	<p>Price of the bid:</p> <p>The prices shall be quoted by the bidder in: Maldivian Rufiyaa (MVR) Bid price should indicate amount of GST (Goods and Services Tax). Where GST amount is not indicated, quoted bid price shall be deemed to be inclusive of GST.</p>
9	<p>Validity period:</p> <p>The bid validity period shall be: 90 Days <i>In exceptional circumstances, BCC may request that the bidders extend the period of validity for a specified additional period. The request and the bidders' responses shall be made in writing.</i></p>
10	<p>Bid Security:</p> <p>A Bid Security is required. The amount and currency of the bid security shall be: Currency: Maldivian Rufiyaa Amount: MVR 5,000.00 (Five Thousand Rufiyaa) The validity of the bid security shall be: 90 days from the date of bid opening</p> <p>Bid security will be accepted in the form of guarantee issued by a financial institution registered in the Republic of Maldives. Dated cheque and cash will not be accepted as bid security</p>
11	<p>For bid submission purposes only, the BCC's address is:</p> <p style="text-align: center;">Zabehullah Ahmed Senior Manager, Procurement Business Center Corporation, Kaneeru Villa, 1st Floor (A) Orchid Magu, Male', 20212, Republic of Maldives Tel: (960) 333 0587 / 9843749 E-Mail: procurement@bcc.mv</p> <p>The deadline for bid submission is: Date: Wednesday, 28 February 2024 Time: 1400 Hours Maldives Time</p>
12	<p>Evaluation Criteria:</p> <p>1. Proposed Price (100 marks) Marks to be granted as per TOR</p>

13	<p>Payment:</p> <p>The payment for this engagement is to be released as fixed monthly payments subject to retention as per clause 5 of Bid Data.</p>
14	<p>Performance Security:</p> <p>Performance Security shall be required from the winning party within 10 calendar days of issuance of letter of intent to award the contract.</p> <p>The amount and currency of the performance security shall be: Currency: Maldivian Rufiyaa Amount: MVR 35,000.00 (Thirty-Five Thousand Rufiyaa) The validity of the performance security shall be: 500 Days from date of engagement</p>
15	<p>Documents to be submitted along with the bid:</p> <ul style="list-style-type: none"> a) Bid Submission Form (Appendix 1) b) Filled and signed Declaration of Ethical Conduct Form (Appendix 2) c) Bid security (Template of Bid Security Provided in Appendix 3) d) Details of similar work experiences with supporting documents. e) Project Proposal and Business Portfolio of the Bidder. f) Tax Clearance Report issued by Maldives Inland Revenue Authority obtained not more than 3 months prior to bid submission date g) Certificate of incorporation issued by relevant government body. h) Document designating the signatory as an authorised representative of the bidding entity (only if the signatory is NOT the Managing Director/Partner or Sole Proprietor) i) Proposed team for the project as per Clause 6 of the TOR j) CV, Qualification certificates and Experience letters of the proposed team as per Clause 6 of the TOR (with attested education certificate copies)

Appendix 1 – Bid Submission Form**BID SUBMISSION FORM**

Announcement No.: (IUL)BCC-PS/1/2024/23

Procurement: Project Management Consultancy for the Proposed 11 BCC Creators Hub.

1. Business Type

Company <input checked="" type="checkbox"/>	Partnership <input checked="" type="checkbox"/>	Sole Proprietor <input checked="" type="checkbox"/>
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2. General Information

Name:	Email:
Reg No. / NID:	Phone:

3. Proposed price

#	Item / Description	Total (MVR)
1	Project Management Consultancy for the Proposed 11 BCC Creators Hub.	
Subtotal		
GST 8%		
Total		

4. Proposed Duration (in days)

N/A

5. Declaration

I certify that the information I have provided above is true and complete to the best of my knowledge. I am aware that this self-declaration is subject to review and verification and if such information has been falsified, I may be disqualified from the bid.

Name:

Designation:

Date:

Signature:

Appendix 2 – Declaration of Ethical Conduct**Declaration of Ethical Conduct**

We the undersigned confirm in the preparation of our Bid that:

1. Neither we, nor any of our employees, associates, agents, shareholders, consultants, partners or their relatives or associates have any relationship that could be regarded as a conflict of interest as set out in the Bidding Documents.
2. Should we become aware of the potential for such a conflict, will report it immediately to the Procuring Entity.
3. That neither we, nor any of our employees, associates, agents, shareholders, partners, consultants or their relatives or associates have entered into corrupt, fraudulent, coercive or collusive practices in respect of our bid or proposal.
4. We understand our obligation to allow the Procuring Entity to inspect all records relating to the preparation of our bid and any contract that may result from such, irrespective of if we are awarded a contract or not.
5. That no payments in connection with this procurement exercise have been made by us or our associates, agents, shareholders, partners or their relatives or associates to any of the staff, associates, consultants, employees or relatives of such who are involved with the procurement process on behalf of the Procuring Entity, Client or Employer.

Authorized Signature: _____

Name and Title of Signatory: _____

Name of Bidder: _____

Address: _____

Phone Number: _____

Appendix 3 – Bid Security – Sample

Form of Bid Security (Bank Guarantee)

WHEREAS,[*name of Bidder*] (hereinafter called “the Bidder”) has submitted his Bid for the Project no.....issued by Business Center Corporation onfor construction of[*name of Contract*] (hereinafter called “the Bid”).

KNOW ALL PEOPLE by these presents that We [*name of Bank*] of [*name of country*] having our registered office at (hereinafter called “the Bank”) are bound unto Business Center Corporation (hereinafter called “the BCC”) in the sum of *..... for which payment well and truly to be made to the said BCC, the Bank binds itself, its successors, and assigns by these presents.

SEALED WITH THE COMMON SEAL OF THE SAID BANK THISDAY OF20.....

THE CONDITIONS of this obligation are:

- (1) If, after Bid opening, the Bidder withdraws his Bid during the period of Bid validity specified in the Form of Bid;
or
- (2) If the Bidder having been notified of the acceptance of his Bid by the BCC during the period of Bid validity:
 - (a) fails or refuses to execute the Form of Agreement in accordance with the Instructions to Bidders, if required; or
 - (b) fails or refuses to furnish the Performance Security, in accordance with the Instruction to Bidders; or
 - (c) does not accept the correction of the Bid Price pursuant to the Bid Data,
 - (d) If it is discovered that any of the documents submitted along with the bid have been intentionally falsified or altered.

* The Bidder should insert the amount of the Guarantee in words and figures denominated in Maldivian Rufiyaa. This figure should be the same as shown in the Information to Bidders.

we undertake to pay to BCC up to the above amount upon receipt of their first written demand, without BCC having to substantiate their demand, provided that in their demand BCC will note that the amount claimed by them is due to them owing to the occurrence of one or any of the three conditions, specifying the occurred condition or conditions.

This Guarantee will remain in force up to and including the date days after the deadline for submission of bids as such deadline is stated in the Instructions to Bidders or as it may be extended by BCC, notice of which extension(s) to the Bank is hereby waived. Any demand in respect of this Guarantee should reach the Bank not later than the above date.

DATE..... SIGNATURE OF THE BANK

WITNESS SEAL

[*signature, name, and address*]