

## TERMS OF REFERENCE

### 1. Background of the Organization

Maldives Post Limited is a limited liability company formed in 1994 and is fully owned by the government of Maldives with a mandate of providing postal service across the country and abroad under Universal Postal Service Obligation (USO). Maldives Post is the national postal operator in the country with a network of more than 16 postal offices across the nation providing access to postal service in all the inhabited islands.

### 2. Mandatory Documents to submitted

- Company profile and registration certificate
- GST Registration Certificate
- Proposal quotation
- Last 2 years financial statements
- Reference letters from previous project clients with relevant referees and contact details (minimum 3 reference letters)
- Parties who are submitting combined bids/proposals shall submit details of third party.
- Declaration on ethical conduct and fraud and corruption agreement
- MIRA tax clearance letter dated not longer than 3 months from date of bid submission

### 3. Bid Rejection

Submitting false information/ documents

- Bids that are unreasonably high in price compared to the cost estimate;
- Bidders who fail to submit any of mandatory documents
- Submission of low-quality proposals
- Bidders who fail to meet the requirement and technical specification of the equipment.
- Bidders who fail to submit declaration on ethical conduct and fraud and corruption agreement.

#### 4. Project Scope

Scope of work and deliverables

This Scope of Work (SOW) document outlines the requirements, objectives, tasks, deliverables, and procedures for the successful procurement, installation, and operation of the scanning machine. It ensures that all aspects of the project are clearly defined and understood by all parties involved, paving the way for a smooth and successful implementation

##### 4.1 Introduction

The Cargo X-Ray Security Scanner is an efficient solution for screening heavy bags and bulky objects with a low conveyor that eases loading and unloading.

This Scope of Work (SOW) document outlines the requirements, objectives, tasks, deliverables, and procedures for the successful procurement, installation, and operation of the scanning machine. It ensures that all aspects of the project are clearly defined and understood by all parties involved, paving the way for a smooth and successful implementation.

##### 4.2 Objective

The primary objectives of this Scan machine are to have an ideal method of inspecting over size baggage and freight.

#### 5. BID Eligibility

All vendors are expected to meet the eligibility requirements specified under the 'Eligibility' include documentations required establishing eligibility of the goods and supplier.

#### 6- Project timeline

Submit project plan and detailed time line to complete the project.

#### 7. Evaluation and Comparison of Bids

The proposals will be reviewed and evaluated by the Bid committee of Maldives Post Limited intends to apply the following criteria in evaluating the proposals

Criteria	Weightage
Price	60%
Authorized Partnership	10%
After Sales service	10%
Delivery period	10%
Service training	10%

**Price:**

- Price quoted must be quoted in Maldivian Rufiya inclusive of all applicable taxes and any other fees.

Proposal Cost: 60 % for the lowest price, (Lowest price/proposed price x60)

**Authorized Partnership**

- The bidder shall be an authorized partner or a distributor which holds authorization to the product.

**After Sales service:**

- The Bidder shall provide a maximum after sales service period (maximum service period/proposed service period x 10)

**Delivery period**

- Machinery must be delivered at the earliest due date.  
10 % for the lowest delivery period  
(Shortest delivery period/proposed delivery period x10)

**Service Training**

- Bidder's proposal shall include the required service training for our maintenance staff

**8. Agreement between for the awarded BID and please find below for some of important points**

- If the bidder discontinues the installation for any reason after winning the bid, the bidder shall bear full responsibility for the loss.
- Full compensation will be taken for delayed work days
- Some crucial points will be added to the agreement in addition to the previously mentioned points
- Bid validity must be minimum 90 days from the date of bid opening, and the proposed price must remain unchanged during the bid validity period.

**9. Warranty Support and Maintenance:**

The proposer must provide a minimum of 24 months as warranty period.

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## X ray machine requirements

### General Specifications

Tunnel dimensions:	1010x1010(H) (MM) 39.7" (w) x 39.7" (H)
Max object size:	1000(W) x 1000(H) (mm) 39.4" (W) x 39.4 (H)
Conveyor height:	approx. 350mm (13.7")
Conveyor speed (adjustable with Frequency converter)	typical 0.2(m/s)
Max. conveyor load even distributed over the whole conveyor	200kg(440lbs)
Resolution (wire detectability) mm)	standard (view A) 38 AWG (0.10MM) typical 39AWG(0.09 mm)  Standard (view B) 36/37 AWG(0.13)mm/0.11mm typical 38 AWG (0.1mm)
Penetration (steel)	Standard (view A) 35mm typical (view A): 37mm  Standard (view B): 31mm typical (view B): 35mm
X-Ray dose / inspection (typical):	HI.MAT 3.4Psv (0.34 mrem)
Film safety:	guaranteed up to ISO 1600 (33DIN)
Duty cycle	100% no warm up procedure required

### Xray Generator

Anode voltage cooling:	160KV cp hermetically sealed oil bath
Beam direction view A/ view B	view A: diagonal from side / view B: diagonal from top to bottom
Image Generating system	
Xray converter:	L-Shaped detector line
Gray levels stored	4096
Image presentation	B/W color
Digital video memory	1280 x 1024 x 24 bit
Image evaluation functions	VARI – MAT, O, OS , HIGH REVIEW LOW. NEG  Electronic zoom, stepless enlargement up to 64 times
Monitor:	Flat Panel LCD Monitor