

INVITATION FOR PROPOSAL

Services/Goods Required:

Requirement to Installation of Roller Blinds at Dhaarul Eemaan.

Date and time for Site Visit of the Project: **22nd September 2019 (11:00 Hrs.)**

Proposals to be mailed to procurement.admin@iasl.aero on or before: **25th September 2019 (12:00 Hrs.)**

Instructions for visiting site

- 1- Interested persons must contact and coordinate with the below mentioned Projects Coordinator to accompany them to the installation site.

Contact Information:

Name: Ismail Agleem

Position: Manager, Projects

Telephone: 3331 718

Mobile No.: 9843789

Email: agleem@iasl.aero / projects.maintenance@iasl.aero

Eligible Vendors

The Vendor must submit relevant documents as per clause (s) of this document.

- a. Vendor must be a Maldivian firm or individual providing such services as attachment.
- b. The vendor shall furnish the following documentary evidence.
 - a. All information provided will be subjected to verification by IASL. Submission of incomplete or unsigned forms will result in rejection of the proposal as non-responsive.
 - b. The project estimate and rates must be quoted in Maldivian Rufiyaa inclusive of all taxes and clearing charges.
 - c. A detail BOQ (Bill of Quantities) must be submitted along with the proposal.
 - d. Company registration certificate
 - e. GST registration certificate
 - f. Proposal must remain valid for a period of 60 days.

1. REJECTION AND DISQUALIFICATION OF PROPOSAL

- If any of the documents mentioned under Eligible Vendors is missing in the proposal the company has the right to reject or request for a resubmission

Appendix A

1.0 GENERAL

- 1.1 The Contractor shall provide personnel, material, equipment, and supervision to complete the technical requirements in this scope of work. The contractor shall be responsible for hiring labor, equipment vendors and shall follow safety and security directives.
- 1.2 The Contractor shall not to be admitted to areas of the property outside the areas designated for the project except with permission. The Contractor shall address the impact of the consequent disruption caused by the proposed work.
- 1.3 The Contractor shall always clear the work site upon completion of work and remove any excess material immediately from the site and maintain cleanliness.
- 1.4 Required measurements shall be taken during the Site visit.
- 1.5 All finishing materials shall be approved by employer prior installation.
- 1.6 Nor variations will be accepted without approval from the employer and any alteration made without approval shall be rectified without any cost.

2.0 SCOPE OF WORKS

2.2 Roller Blinds Installations

- 2.2.1 Installing 30mm x 50mm aluminum profile length 6,900mm for top railing installation .
- 2.2.2 Fabrication 3 sets x 2300mm wide x 2270mm height/length roller blinds.
- 2.2.3 Roller blind material shall be Seclusion (sunlight bock) material
- 2.2.4 Variation on floor to floor according to any cubical installation shall be taken into consideration before any physical work.

2.4 Handover

- 2.4.1 Work handover shall be made after removing trash/leftovers and waste materials
- 2.4.2 All equipment's/tools shall be removed from site upon handover.

Proposal Documentation Check List

- Proposal
- Company Profile
- Proposal Cover Letter
- Disclaimer Letter
- Memorandum and Articles of Association
- Company Registration Certificate
- GST Registration Certificate
- Audited Financial Statements
- Reference of past experience and work completion letter or certificates
- Detail BOQ (Bill of Quantities) of the Proposal
- Project Delivery Period

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- Required
 - Not Required