

INVITATION FOR PROPOSAL

Services/Goods Required:

Requirement for Making an Exclusive Smoking Zone for VVIP Lounge

Date and time of Information Session of the Project: **24th October 2019 (11:00 Hrs.)**

Date and time for submission of Proposal: **30th October 2019 (11:00 Hrs.)**

Venue opening of Proposals:

Island Aviation Services Ltd (Head Office), M.Raaverige, Majeedhee Magu, Male', Republic of Maldives.

Instructions for visiting site

- 1- For site visit a security pass will be required for the persons interested in visiting the site. The company will facilitate the security pass upon request. To obtain the security pass, interested persons must submit (email) their ID copies (For foreigner's visa card) to procurement.admin@iasl.aero prior to two days of the site visiting date.
- 2- After submission of the necessary documents to procurement.admin@iasl.aero, the interested persons must contact and coordinate with the below mentioned Projects Coordinator to accompany them to the installation site.

Contact Information:

Name: Mohamed Shifau

Position: Senior Projects Coordinator

Telephone: 3331 718

Mobile No.: 9843789

Email: admin.maintenance@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.
 - If vendor is a firm, Profile of the Firm including the firm's shareholding structure and details.
 - A letter stating if the vendor has or does not have any relationship in terms of employment or close family relationship. Close family relationship here refers to spouse, including former spouse relatives, which comprise: siblings; cousins; uncles and aunts; nephews and nieces; lineal ancestors (presumably, it means parents, grandparents and other ancestors of direct lineage) lineal descendants (children, grandchildren and other direct descendants).
- c. 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.
- d. The project estimate and rates must be quoted in Maldivian Rufiyaa inclusive of all taxes and clearing charges.
- e. A detail BOQ (Bill of Quantities) must be submitted along with the proposal.
- f. Proposal must remain valid for a period of 60 days.
- g. IASL intends to apply the following criteria for the selection of a party. The proposal will be evaluated by the procurement committee of IASL. Points will be given to proposals according to the evaluation criteria below.

Price offered	-	80%
Delivery period	-	10%
Past experience	-	10%

Note: Letters from clients stating the successful execution of similar tasks required to attain marks for the "Past Experience" category.

h. The proposal submitted must contain the following. Failure to do so may result in disqualification.

1. COVER LETTER

The cover letter for the proposal must be signed by an authorized person who has the authority to bind the proposal to a Contract.

2. PAYMENT TERMS

- The payment terms and arrangements quoted in Maldivian Rufiyaa (MVR) inclusive of all taxes.

3. DISCLAIMER

- A letter stating if the bidder has or does not have any relationship in terms of employment or close family relationship. Close family relationship here refers to spouse, including former spouse relatives, which comprise: siblings; cousins; uncles and aunts; nephews and nieces; lineal ancestors (presumably, it means parents, grandparents and other ancestors of direct lineage) lineal descendants (children, grandchildren and other direct descendants).

4. REJECTION AND DISQUALIFICATION OF PROPOSAL

- If any of the documents mentioned under Clause (s) is missing in the proposal the company has the right to reject the evaluation or request for a resubmission

Appendix A

1.0 BACKGROUND AND PURPOSE

1.1 Maldivian seaplane Terminal VVIP Lounge has a requirement for exclusive smoking zone for VIP passengers.

2.0 GENERAL REQUIREMENTS

2.1 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 security and safety directives. Total Period of performance to completion shall be indicated herein.

2.2 The Contractor shall not to be admitted to areas of the property beyond the areas designated for the project except with the permission. The Contractor shall address the impact of the consequent disruption caused by the proposed work.

3.0 SCOPE OF WORKS

1. Ground Works

- 1.1. Removing glass panel.
- 1.2. Demolishing wall section underneath glass panel and levelling the demolished marks.
 - 1.2.1. Appropriate use of barriers to mitigate the impact on the interior.
 - 1.2.2. Barrier to completely shield any form of weather impact during work-in-progress.
- 1.3. Excavation works for smoking area.
- 1.4. Surface area to be compact and level.
- 1.5. Disposing removed and demolished items.

2. Cement Works

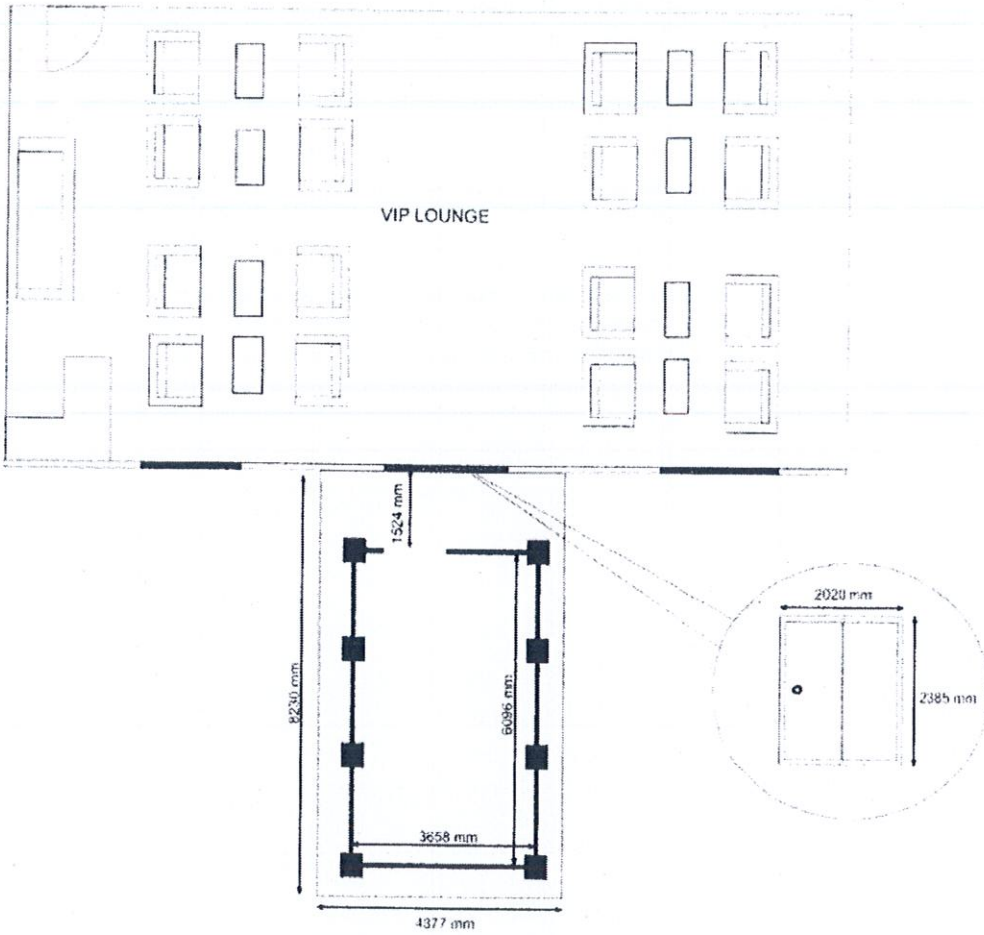
- 2.1. Masonry works
 - 2.1.1. 100mm wide solid block shall be used for all smoking boundary walls and measurements as per layout.
 - 2.1.1.1. Smoking boundary wall height as 3 feet.
 - 2.1.1.2. 15mm cement plastering.
 - 2.1.2. Concrete footing of 8nos for the smoking boundary wall (Refer to the layout)
 - 2.1.2.1. 2' depth concrete footing
 - 2.1.2.2. GI pipe 3inch diameter, 6mm thickness with the concrete footing
 - 2.1.2.3. GI pipe to be of 8 feet above the ground

3. Sliding Doors.

- 3.1. Installation of 2 panel door with 1-way sliding.
- 3.2. This includes locks, aluminum channel, aluminum track, channel stopper, pull handles, bolts, and all door hardware.
- 3.3. Aluminum track to be level to the ground to avoid any threshold
- 3.4. Aluminum sections shall be as per drawing
- 3.5. Aluminum frame color profile: Black
- 3.6. All glazing shall be 6mm frosted glass.

DRAWING

LAYOUT



■ WALLS TO BE DEMOLISHED AND GLASS PANEL REMOVED

■ AREA TO BE EXCAVATED, LEVELLED AND COMPACT

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