


Supply and Delivery of Juice Packets Request for Proposal

8th June 2026


Tender no.:	L4-BID NO 37-2026
EOI Registration date	Latest by 12 th June 2026, 23:59hrs.
Information session details	14 th June 2026, 14:00 hrs. Venue at Procurement Office at 1 st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives
Proposal Submission Date	21 st June 2026, 14:00hrs Venue at Procurement Office at 1 st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives
Sample Submission Date	21st June 2026, 14:00hrs Venue at Procurement Office at 1 st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives

Island Aviation Services Ltd. is seeking bids for the items specified in this document. Interested bidders are invited to submit their proposals for the supply of the items as instructed in this document. Please ensure that all submissions comply with the instructions. Failure to comply with the instructions may result in disqualification of the bid.

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1. Background

Island Aviation Services Ltd (IASL) is a hundred percent government owned limited liability company established by a presidential decree on 13th of April 2000. The company was initially established as an airline catering for the ever-growing demand for a domestic transport network. During a span of more than twenty-six years, the company has managed to become an established business operating an international airline all while providing a variety of services within the aviation industry.

IASL is the owner and operator of the National Airline of the Maldives, Maldivian, and is a hundred percent government owned limited liability company. The company operates its flights out of its primary hub in Velana International Airport (IATA: MLE; ICAO: VRMM).

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2. Information to Bidders (ITB)

2.1. BID Data

Description	Details
Bid Number	L4-BID NO 37-2026
Bid Discription	Supply and Delivery of Juice Packets
Requirement	Supply and Delivery of 1 Litre & 180/200ml Juice Packets
Flavours	Apple, Mango, Orange & Fruit Cocktail
Estimated Quantity (Monthly)	1 Liter : 1,250 Case 180/200 ml: 150 Case
Contract Duration	2 Years
Issuing Entity	Island Aviation Services Ltd (IASL), M. Dar Al-Eiman Building, Majeedhee Magu, Male' 20345, Republic of Maldives
EOI Registration Deadline	Latest by 12 th June 2026, 23:59hrs Via email to saamih4448@iasl.aero
Contact for Clarifications	Primary: saamih4448@iasl.aero CC: mohamed.ziyau@iasl.aero , mohamed.shaee@iasl.aero
Information Session	Date: 14 th June 2026 Time: 14:00 hrs Venue: Procurement Office at 1st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives
Proposal Submission	Date: 21 st June 2026 Time: 14:00 hrs Venue: Procurement Office at 1st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives
Sample Submission	Date: 21 st June 2026 Time: 14:00hrs Venue: Procurement Office at 1st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives
Proposal Validity Period	Minimum of 60 calendar days from submission deadline
Evaluation Criteria	- Price (30%) - Quality (50%) *Product Quality and Taste (40%) *Packaging (10%) - Experience (10%) - Financial Strenght (10%)
Currency for Financial Proposal	Maldivian Rufiyaa (MVR), inclusive of all applicable taxes
Mandatory Documents	- Certificate of Incorporation/Registration - GST Registration Certificate - Company Profile - Portfolio with supporting documents - Proposal with payment terms - Relevant Experience



	<ul style="list-style-type: none">- Audited Financial Statements (2023 & 2024)- Price Schedule (Form B)- Completed Bid Forms A–G- Sample Juice Packets<ul style="list-style-type: none">o 1 liter- 2 Packets from each flavoro 180/200ml – 2 Packets from each flavor
Deliverables Required	<ul style="list-style-type: none">- Supply and Delivery of Juice packets as per the requirement outlined in section 9.1- Monthly quantity to be supplied is estimated at:<ul style="list-style-type: none">o 1,250 Case (1 litre, 12 pkts / case)o 150 Case (180/200ml, 32 pkts /case)- Delivery is to be directly made to IASL warehouse at Velana International Airport twice per month.
Appeals & Complaints	Must be submitted in writing within 5 days of bid opening or award notification.
Additional Notes	<ul style="list-style-type: none">- Only one bid per proponent- Late submissions will be disqualified- All communications must be in writing and via email- Bidders must not contact IASL staff outside official channels
Payment Terms	Currency: MVR (Maldivian Rufiyaa) Tax Inclusion: Prices inclusive of all applicable taxes Payment Terms: 30 days credit Invoice Submission: Along with signed delivery note of said goods Payment Timeline: Within 30 working days of valid invoice Bank Details: To be provided by successful bidder

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3. Goods/ Services required

This Request for Proposal (RFP) aims to obtain proposals (each a “Proposal”) from eligible parties, for the supply and delivery of 1litre and 180/200ml juice packets to Island Aviation Services ltd. 1 litre juice packets to be supplied twice per month and 180/200ml juice packets once per month.

IASL invites sealed proposals valid for 60 days from the date of opening, from eligible participants as per this document, to supply and deliver 1 litre juice packets twice per month and 180/200ml juice packets once per month to Island Aviation services Ltd.

4. Eligible Bidders

- 4.1 This bid is open for registered bidders who have declared their interest to participate in the bid via email through an EOI (Expression of Interest)
- 4.2 The bidder shall be a registered business entity, or government owned entity, sole-proprietor or freelancer or any combination of them in the form of a joint venture, under an existing agreement, or with the intent to constitute a legally enforceable joint venture. All partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms.
- 4.3 Bidder shall be an interested party that has registered through an Expression of Interest (EOI) by email in the stipulated time period (a “Registered Party”).
- 4.4 The bidder shall be eligible under the laws and regulations of the Republic of Maldives and as such shall be operating under commercial law.
- 4.5 The bidder shall have the financial and legal capacity to enter a contract and as such, shall be legally and financially autonomous; and shall not be a dependent entity of IASL.
- 4.6 The bidder shall have full knowledge of the Juice Brand offered.
- 4.7 A bidder shall not be insolvent, in receivership, bankrupt or being wound up; its affairs not being administered by a court or a judicial officer for debt / tax obligation or any criminal offence for the past five (5) years, its business activities not being suspended and not the subject of legal proceedings for any of the foregoing.

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5. Guideline for Proposal Submission

5.1. Compliance Statement

- i. Bidder shall state that the offer is made in accordance with the Request for Bid and sign and submit the Form A (Bid Application Form)
- ii. Bidders who offer additional or alternative conditions shall clearly state those in their proposals.

5.2. Evaluation of Proposals

Points will be given to proposals as outlined in *Clause 8. Evaluation criteria*. All the proposals will be ranked in descending order based upon total score and the party who scores highest points will be awarded the contract.

5.3. Language of Proposal

The proposal documents must be in written in English.

5.4. Clarifications about RFP

Prospective bidders requiring any clarification on the Request for Bids may notify IASL in writing to the mentioned below addresses. All questions and responses will be copied to all parties. (Bidder will not be identified).

Email: saamih4448@iasl.aero

Copied to: mohamed.ziyau@iasl.aero and mohamed.shae@iasl.aero

5.5. Proposal Validity

All Proposals shall be valid for a minimum period of **60 days** from the due date of submission for Proposals.

5.6. Appeals and Complaints

- i. Regarding conduct of an application
 - Applicants are to file appeals and complaints regarding conduct of an application, in writing, within 5 (Five) days of opening of an application.
- ii. Regarding outcome of an application (an award or decision to award)
 - Applicants are allowed to file appeals and complaints regarding outcome of an application (an award or decision to award), in writing within 5 (Five) days of receiving the award or rejection letter from IASL.

5.7. Communications

Except as provided in the preceding section relating to questions about this RFP, Bidders shall not contact any officers, employees, or team members of Client with respect to this RFP. Any oral communication with an employee concerning this RFP is not binding on Client and shall in no way alter a specification, term or condition of this RFP or any contract documents.

5.8. Information session

Date of Information Session	14 th June at 14:00 Hrs
Venue for Information Session	Procurement Office at 1st Floor, H. Silversand, Kalaafaanu Hingun, K. Male', Maldives

5.9. Bid Submission


Date and Time	21 st June 2026 at 14:00 Hrs
Venue for Proposal Submission	<i>No party will be allowed after the mentioned time.</i> Procurement Office at H.Silversand 1 st Floor, Kalaafaanu Hingun, K.Male', Maldives.

5.10. Sample Submission

Date and Time	21 st June 2026 at 14:00 Hrs
Venue for Sample Submission	<i>No party will be allowed after the mentioned time.</i> Procurement Office at H.Silversand 1 st Floor, Kalaafaanu Hingun, K.Male', Maldives.


5.11. Schedule of Events

Event	Time	Date
IASL issues RFP	-	8 th June 2026
EOI Deadline	23:59	12 th June 2026
Information Session	14:00	14 th June 2026
Deadline for submission of Proposals	14:00	21 st June 2026
Sample Submission	14:00	21 st June 2026
Estimated Proposal evaluation completion time and IASL notify the winning bidder.	-	28 th June 2026

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6. General Terms and Conditions

- a) If it is the first (1st) instance of RFP and no proposals are received to IASL by the bid submission due date, as a norm, IASL will cancel the RFP Process, and refloat the tender.
- b) Bidders shall be evaluated in accordance with the Party's demonstrated capacity, experience and expertise. The awarding criteria and weightage will be mentioned in *Clause 8. Evaluation criteria*.
- c) Bidders shall bear all costs associated with the preparation and submission of the bids and IASL will not in any case be responsible and liable for the costs incurred.
- d) All information given in writing to or verbally shared with the Bidders in connection with this Request for Bids is to be treated as strictly confidential. The Bidders shall not share or invoke such information to any third party without the prior written approval of IASL. This obligation shall continue after the procurement process has been completed whether the Bidder is successful or not.
- e) All materials submitted in response to the Request for Bid shall become the property of IASL. Bids and supporting materials will not be returned to the Bidder.
- f) All information provided will be subjected to verification by IASL. Submission of incomplete or unsigned forms may result in rejection of the proposal as non-responsive.
- g) IASL will only accept one bid document from every proponent.
- h) To assist in the evaluation and comparison of bids, IASL may, at its discretion, request any bidder for clarification of their proposal. This will be clarified in writing, but no change in substance or price of the bidder will be sought.
- i) IASL will evaluate and compare only those bids determined to be responsive in accordance with requirements specified in the bid document.
- j) IASL will award the contract in writing to the bidder who scores the highest marks in compliance with the evaluation criteria.
- k) Upon furnishing by the successful bid, IASL will promptly notify the other bidders through telephone or email that their bids have been unsuccessful.
- l) Any change to the contents of RFP will be clearly briefed during the information session.
- m) At any time prior to the deadline for submission of Proposals, IASL may amend the RFP documents by issuing an addendum.
- n) Prospective respondents shall be given reasonable time as IASL deems reasonable to take an addendum into account in preparing their proposals by extending the deadline for submission of Proposal.

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7. Bid proposal

The responsiveness of the bid to the RFP will be based on how well bidders meet the requirements outlined in this section. Bids which do not meet the mandatory requirements will not be considered for further evaluation.


7.1. General Compliance

Prior to detailed evaluation of the bid, IASL will examine the bid to determine whether it is generally compliant by considering the following below. If a bid is determined to be not meeting any of the following or missing any mandatory documents stated below or is generally non-compliant or is incomplete, the bid will be rejected as generally non-responsive, and will not be considered for further evaluation:

- Bid is properly signed/initialed/stamped as appropriate with due authorizations in accordance with the RFP Document.
- Is responsive to the eligibility criteria (ITB).

7.2. Mandatory Documents

No.	Item	Description	Requirement Level
1	Certificate of Incorporation/Registration	Certified copy of the company / SP (Sole Proprietor) incorporation or registration document.	Mandatory
2	GST Certificate	Copy of GST registration certificate	Mandatory
3	Company Profile	Profile of the Company / SP (Sole Proprietor)	Mandatory
4	Financial Capacity	Provide audited financial statements of 2023 and 2024 to indicate the financial strength of the company to execute a project of this nature. If audited financial statements are not provided as per this requirement. <ul style="list-style-type: none"> • Summary of audited financial statements (Report of independent auditors' opinion) • Audited balance sheets, Income Statements, Cash flow statements 	Manadatory
5	Proposal and terms	Proposal in the form of quotation including the prices of the offered flavours of Juice. Proposal must include the payment terms, and duration of delivery once an order has been placed.	Mandatory
6	Relevant Experience	<ul style="list-style-type: none"> • Portfolio and supporting documents demonstrating experience in the supply and delivery of Juices (e.g., reference letters from satisfied prominent customer, endorsing your products and services completion certificates) 	

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		<ul style="list-style-type: none"> If past experiences are not accompanied by an official letter of completion by the client, the bidder will be disqualified from further evaluation. If the value of the project is not included in the reference letter for the project, the reference letter may be supplemented by supporting documents such as the Letter of Award/Notification of Award or the Contract/Agreement to provide the value of the project. 	Mandatory
7	Price Schedule	Detailed pricing schedule as provided under the Bid Forms.	Mandatory
8	Sample Submission	Sample 1 liter and 180/200ml juice packets as per below flavors (2pkts from each flavor) -Apple -Orange -Mango -Fruit Cocktail	Mandatory
9	Bid Forms (From A-G)	Bid Forms, signed by duly authorized personnel	Mandatory

8. Evaluation Criteria

All proposals will be evaluated and ranked in descending order based on the total score achieved by each bidder for the juice flavours proposed. Proposals will be assessed based on the scores obtained for said criteria at the percentages given, with the highest total scoring party being the winner.

8.1 Price Offered	30%
8.2 Quality	50%
8.3 Relevant Experience	10%
8.4 Financial Strenght	10%
Total	100%

8.1. Financial Evaluation (30%)

The highest score shall be awarded to the bid with the lowest bid price. For the remaining bids, points will be given using the formula below.

$$\text{Price Score} = \frac{\text{Lowest proposed total price from among the bids received}}{\text{Particular bidders proposed total price}} \times 30\%$$

8.2. Quality (50% of the Total Score)


a) Quality will be evaluated based on the taste of the Juice samples offered.
The basis is as follows.

- The highest scores will be awarded to the top product demonstrating the best overall performance against the evaluation criteria.
- Scoring Criteria:
 - i. **Product Quality and Taste 40%** – Compliance with required quality standards, flavor, texture, and overall consumer appeal.
 - ii. **Packaging 10%** – Durability and suitability for storage and distribution.
- Minimum Quality Threshold:
 - i. Each option must score at least **5/10** on taste.

Criteria	Factors for scoring	Allocated Percentage
Product Quality and Taste 40%	Score from 0-10	50%
Packaging 10%	Consider below factors: - Product Quality and Taste - Packaging	

b) Scoring Criteria

Score	Description
0–2	Poor taste
3–4	Below acceptable
5–6	Acceptable
7–8	Very good
9–10	Excellent

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8.3. Relevant Past Experience (10% of the Total Score)

- a) Experience will be evaluated solely based on your past history in supplying and distributing juices to clients, as well as the number of authentic referrals from satisfied customers. This must be supported by valid client-accepted Work Completion Letters submitted.

- b) To be considered, the projects must meet **all** of the following conditions:
 - **Similar Projects**
The project(s) must be similar in nature and scope to the work described in this Proposal.
 - **Recent Projects**
The project(s) must have been **successfully completed within the last three (03) years**.
 - **Mandatory Client Certification**
Only **Client-issued Work Completion Letters** will be counted for awarding marks.
Other documents such as:
 - **Letters of Award**
 - **Contracts or Agreements**
 - **Notifications of Award** may be submitted **only for reference or clarification** and **will not earn any points**.
 - **Unsupported Claims Not Accepted**
Projects listed only in tables, lists, or descriptions **without a client Work Completion Letter** will **not be considered** for scoring.
 - **Employer’s Decision is Final**
The Employer will decide whether a submitted project is similar to the required scope. This decision, including the score given, will be **final and not subject to appeal**.
 - **Non-Compliant Proposals**
Proposals that do not meet **all** the above requirements may be **excluded from further evaluation**.
 - **Scoring**
All Proposals that meet the above requirements will be awarded points according to the **experience scoring method stated in this Proposal**.
 - The formula thus used for the computation of the score is as follows.


$$\text{Past Experience Score} = \frac{\text{Particular Participant’s total no of letters}}{\text{Highest total no of letters submitted}} \times 10\%$$

8.4. Financial Capacity (10% of the Total Score)

Points for Financial capacity will only be awarded to those bidders who had submitted:

- Summary of audited financial statement for the last 2 (Two) years in the format mentioned. Supporting documents related to audited financial statements mentioned in sub- clause 7.2 of the bidder for the last 2 years.
- The value is calculated by deducting current Liabilities from Current Assets (Current Assets - Current Liabilities) will be taken as the “*Working capital*” and awarding points.
- All the bids that fulfil the requirements will be given points by comparing the Working capital to the total Bid price. Points will be given in the following manner.

Working capital compared to percentage (%) of total Bid price	Points awarded
Working capital equivalent to 0% to 5% of the total Bid price	3 Points
Working capital equivalent to 5% to 10% of the total Bid price	5 Points
Working capital equivalent to 10% to 15 % of the total Bid price	10 Points
Working capital equivalent to 15% to 20% of the total Bid price	15 Points

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9. Term of Reference (TOR)

Background

Island Aviation Services Ltd. (IASL) invites qualified suppliers to submit proposals for the supply and delivery of 1 liter and 180/200ml juice packets. This RFP is issued under IASL Procurement Policy IASL/PROC/POLICY/01, Rev 02 (effective 1 Dec 2024). The objective is to secure a reliable partner who meets IASL's quality, safety and value-for-money requirements, and can support batch deliveries to IASL's designated warehouse(s) at Velana International Airport twice per month .

9.1. Scope of Work

The selected supplier shall provide juice packets meeting the following specifications:

A. 1 Litre Juice Packets

- Flavors:
 - Apple
 - Mango
 - Orange
 - Mixed Fruit

B. 180–200 ml Juice Packets

- Flavor:
 - Apple
 - Mango
 - Orange
 - Mixed Fruit


2. Quantity Requirements

2.1 Monthly Quantity – 1 Litre Packets

- Estimated total requirement: **1,250 cases per month**
- Case conversion based on **12 packets per case**
- Delivery frequency: **twice per month**

Breakdown:

- Apple: 4,800 packets (400 cases)
- Orange: 4,800 packets (400 cases)
- Mango: 3,000 packets (250 cases)
- Mixed: 2,400 packets (200 cases)

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2.2 Monthly Quantity – 180/200 ml Packets

- Apple/ Orange/ Mango/ Mixed Fruits juice: 4,800 packets (150 cases)
- Monthly supply of 150 cases, either as a single flavour or a combination of all available flavours.
- Case conversion based on **32 packets per case**
- Delivery frequency: **Once per month**

2.3 Quantity Flexibility

- Quantities are **estimates only** and may vary depending on flight operations.

3. Product Specifications

3.1 Packaging Requirements

- Must be **tetra packs with durable quality and strength**
- Must have One Step Easy Open **threaded caps**

3.2 Size Requirement

- Maximum dimensions:
 - Offered packet must have a maximum of 21.5 cm in height for 1 litre. Any packets above the mentioned height will be rejected and will not be further evaluated.

3.3 Shelf-Life Requirement

- Minimum 4 months expiry period from the date of delivery.


4. Delivery Requirements

4.1 Delivery Location

- Velana International Airport, In-flight warehouse.

4.2 Delivery Responsibility

- Supplier shall:
 - Arrange **transportation at own cost**
 - Provide **door-side delivery**
 - Handle **stacking of goods at Island Aviation Services Ltd warehouse**

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4.2 Delivery Vehicle Requirement

Vehicle must be Compliant with airport access requirements

5. Quality and Compliance Requirements

5.1 Product Quality

- Supplier must ensure:
 - Consistency in quality
 - Proper packaging integrity

5.2 Sample Submission

- Mandatory requirement:
 - **2 sample packets per flavor and size**
 - To be submitted with the bid at submission time
- Failure to submit samples results in **bid rejection**


5.3 Replacement of Defective Items

- Supplier must:
 - Replace faulty or damaged juice packets within **one (1) week** of notification

6. Operational Requirements

6.1 Alternative Supply Obligation

- In case of stock unavailability:
 - The supplier must provide an alternative brand in consultation with Island Aviation Services Ltd., ensuring the same flavour, quantity, and price as per the awarded bid.
- This requirement shall be incorporated into and form an integral part of the contract.

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10. Bid Forms A-G

10.1. Form A - Bid application form

Description of Work:	Supply and Delivery of Juice Packets
Bid to:	Island Aviation Services Ltd
Address:	Island Aviation Services Limited, M. Dar Al-Eiman Building, Majeedhee Magu, Male' 20345, Republic of Maldives

Having examined the conditions of contract, technical specifications, and requirements for the supply and delivery of the above-mentioned goods, I/We, the undersigned, offer to supply and deliver the said goods in conformity with the conditions of contract and specifications for the sum of MVR:

_____ (_____).

We undertake, if our Bid is accepted, to commence the works as per the confirmed Implementation Plan and to complete whole of the works in the Contract.

We agree to abide by this bid for a period of 60 days from the date of submission of the proposal, and it shall remain binding upon us and maybe accepted at any time before the expiration of that period.

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

Unless and until a formal agreement is prepared and executed, this bid, together with our written acceptance thereof, shall constitute a binding contract between us.

Yours sincerely,

Signed _____

In the capacity of _____

Duly authorized to sign bids for and on behalf of _____

_____ (Company Name & Stamp)

Date: _____

Name & Address of Signatory

Name: _____

Address: _____

10.2. Form B - Price Schedule

No.	Item Description	Unit	Price (MVR)	Applicable Taxes (GST)	Annual Qty (Est)	Grand Total (Inclusive of Taxes) Annual	Remarks
1	1 litre Apple Juice	Case			4,800		
2	1 litre Mango Juice	Case			3,000		
3	1 litre Orange Juice	Case			4,800		
4	1 litre Fruit Juice Cocktail	Case			2,400		
5	180/200 ml litre Apple Juice	Case			1,800		
6	180/200 ml Mango Juice	Case					
7	180/200 ml Orange Juice	Case					
8	180/200 ml Fruit Juice Cocktail	Case					


All rates shall be quoted in MVR and shall be the applicable Net amount payable to the supplier at the time of settlement.

Payment Terms:

All payments under this contract shall be made in Maldivian Rufiyaa (MVR) and must be inclusive of all applicable taxes, including GST.

Invoices must be submitted upon completion of each delivery must be accompanied by formal acceptance confirmation from IASL (Delivery Note) . IASL will process payments within thirty (30) working days of receiving a valid invoice and acceptance confirmation. The successful bidder is required to provide bank details upon award of the contract. IASL reserves the right to withhold the final payment until all deliverables have been verified and accepted in full.

Name of Authorized Signatory (Person signing the proposal)	
Designation	
Company Name	
Signature	
Date	

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10.3. Form C - Related Party Disclosure

Island Aviation Services Limited
M. Dar Al-Eiman Building,
Majeedhee Magu,
Male' 20345,
Republic of Maldives

[Date]

Dear Sir/ Madam,

Project: Supply and Delivery of Juice Packets

Subject: Related Party Disclosure

With the exception of the below specified, I hereby declare that we, the party is in no way, shape or form related to Island Aviation; created either through an employer-employee agency relationship between employees or directors of Island Aviation or by way of ownership of Island Aviation Services Ltd.

Name of the Related Party	Designation of the Related Party	Relationship

Yours sincerely,

[Name of signatory]


[Title]

Note:

1. Related parties for this purpose include:

1.1. Employees or directors of the Company

1.2. Close family members of any employee/ director of the Company. Close family members here refer 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).

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10.4. Form D: General Information (Business profile/Work profile)

Bidder Information

Company Name	
Registered Address	
Postal Address	
Telephone Number	
Email Address	
Website (if any)	

Legal Status of the Company

Legal Status	<ul style="list-style-type: none"> ▪ Sole Proprietorship [] ▪ Partnership [] ▪ LLC [] ▪ Corporation [] ▪ Other:
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Registration Details

Business Registration Number	
Date of Registration	
Country of Registration	

Contact Person

Full Name	
Designation	
Phone Number	
Email Address	

Declaration

I hereby declare that the information provided above is true and correct to the best of my knowledge.

Name: _____

Designation: _____


Date: _____

Authorized Signature: _____

10.5. Form E: Experience Records


List of all completed Contracts and supplies executed during the last 3 years.

Name of the Project with nature of work	Total Value	Contract Start	Contract Completion	Client's Name

	Request for Bid: SUPPLY AND DELIVERY JUICE PACKETS	Page 23 of 25	
		Tender No.:	L4-BID NO 37-2026
		Date:	8 th June 2026

10.6. Form F: Litigation/ Arbitration

SI	Contract identification and matter in	Value of pending claim in MVR or any other
	Contract name: Name of Employer: Address of Employer: Matter in dispute: Total value of the Contract:	

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10.7. Form G: Declaration on Ethical Conduct and Fraud and Corruption

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

1. Neither we, nor any of our employees, associates, agents, shareholders, suppliers, 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 ISLAND AVIATION SERVICES LTD.
3. That neither we, nor any of our employees, associates, agents, shareholders, partners, suppliers 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 ISLAND AVIATION SERVICES LTD 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, suppliers, employees or relatives of such who are involved with the procurement process on behalf of ISLAND AVIATION SERVICES LTD, Client or Employer.

Authorized Signature: _____

Name and Title of Signatory: _____

Name of Bidder: _____

Address: _____

Phone Number: _____



11. Submission Checklist

This checklist is to help bidders ensure full compliance with the RFP requirements issued by Island Aviation Services Ltd.

#	Required documents	Tick if submitted
1	Certificate of Incorporation/Registration	
2	Company Profile	
3	Relevant Experience	
4	Audited Financial Statements (2023 & 2024)	
5	Price Schedule (Form B)	
6	Total cost quoted in Maldivian Rufiyaa (MVR), inclusive of all applicable taxes	
7	Payment terms acknowledged	
8	Form A – Bid Application Form	
9	Form B – Price Schedule	
10	Form C – Related Party Disclosure	
11	Form D – General Information	
12	Form E – Experience Records	
13	Form F – Litigation/Arbitration	
14	Form G – Declaration on Ethical Conduct and Fraud and Corruption	

Note: Failure to submit any of the mandatory documents may result in disqualification. Ensure all documents are signed, complete, and submitted before the deadline.