

## Technical Specification

### Supply and Installation of Vertical Blinds

**Location: Maldives Emergency Medical Services (MEMS) New Office**

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#### **1. Objective**

The purpose of this procurement is to supply, deliver, and install vertical blinds for office windows at MEMS New Office (Manhattan Grand Hotel 2<sup>nd</sup> Floor), including all necessary materials, fittings, and labor required to complete a fully functional installation.

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#### **2. Scope of Work**

The contractor/vendor shall supply and install vertical blinds for the following:

<b>Rooms / Area Name</b>	<b>Height (inches)</b>	<b>Width (inches)</b>
Call Centre Window 1	105"	158"
Call Center Window 2	105"	158"
Open Area (Walk Way)	105"	70"
DDG Room	105"	111"
Office Window 1	105"	75"
Office Window 2	105"	38"
General Stock	105"	111"
Medical Stock Window 1	105"	75"
Medical Stock Window 2	105"	38"
Male Waiting Room	105"	113"
Female Waiting Room	105"	113"
Tea Room Window 1	105"	158"
Tea Room Window 2	105"	158"
Dispatch Window 1	105"	70"



Dispatch Window 2	105"	111"
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The work shall include complete supply, delivery, and installation of vertical blinds.

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### 3. Site Survey and Measurements

1. The contractor/vendor shall conduct a mandatory site survey prior to submission of quotation.
  2. The contractor/vendor shall take and verify all exact measurements at site.
  3. Any dimensions provided by the Ministry are indicative only and shall not relieve the contractor/vendor from verifying actual measurements before fabrication and installation.
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### 4. Colour Requirements

The preferred colours for the vertical blinds shall be:

1. Light Green (First Preference)
2. Light Blue (Second Preference)

If neither preferred colour is available, the contractor/vendor shall obtain prior approval from the Ministry before proposing any alternative colour.

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### 5. Sample Approval

1. The contractor/vendor shall submit a physical sample of the proposed blind material and colour for approval prior to commencement of work.
  2. Installation and fabrication shall commence only after written approval is obtained from the Ministry's project supervisor.
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### 6. Technical Requirements

The vertical blind system shall be complete and include, but not be limited to, the following components:



- Headrail / track system
- Carrier system
- Control mechanism (wand, chain, cord, or equivalent operating system)
- Vertical vanes / slats
- Lower weights and connecting chain (lower assembly)
- Mounting brackets and fixing accessories
- All necessary hardware and fittings required for proper operation

The installed blinds shall:

- Be new, unused, and free from defects
- Operate smoothly without jamming or misalignment
- Be securely fixed and properly aligned
- Be suitable for indoor office use
- Be durable under normal indoor environmental conditions

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## **7. Installation Requirements**

1. Installation shall be carried out by qualified and experienced personnel.
2. All installation work shall be neat, safe, and professionally executed.
3. Any damage caused to walls, ceilings, or finishes during installation shall be repaired by the contractor/vendor at no additional cost to the Ministry.

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## **8. Completion and Handover**

1. Upon completion, the contractor/vendor shall demonstrate proper operation of all installed blinds.
2. The work shall be considered complete only after inspection and formal acceptance by the Ministry's project supervisor.

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## **9. Warranty**



The contractor/vendor shall provide a warranty period of **three (3) months** from the date of acceptance, covering defects in materials, workmanship, and installation.

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## 10. Quotation Requirements

The quotation submitted by the contractor/vendor shall clearly include the following:

- Total quoted price (inclusive of all applicable costs and taxes, if any)
  - Quotation validity period
  - Proposed work duration (from commencement to completion)
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## 11. Pricing

The quoted price shall be inclusive of all costs required for complete execution of the works, including but not limited to:

- Site survey and measurements
- Supply of vertical blinds
- Delivery and transportation
- Installation and fixing
- Headrail/track system
- Carrier system
- Control mechanism
- Vertical vanes/slats
- Lower assembly, brackets, and all accessories
- Labour, tools, and supervision
- Any other items necessary for full completion of the installation

No additional payment shall be made for any item required to complete the works in accordance with this specification.

