



## Ministry of Environment

Male', Republic of Maldives.

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މިއަހަރުގެ ފެބްރުއަރީ 2020 ގައި

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Date: 20th January 2020

Announcement Reference No: (IUL)438-ENV/438/2020/7

### Terms of Reference

#### A. INTRODUCTION

The Ministry of Environment is seeking bids from qualified suppliers who are experienced in supplying electronics.

#### B. OBJECTIVES OF ASSIGNMENT

The objective of this assignment is to supply, 07 Tablets and 07 Wireless Stylus Pens to the Ministry of Environment as per the specification given under the technical requirements.

#### C. SCOPE AND METHODOLOGY

Based on the above introduction and objectives, Ministry of Environment seeks to engage competent party to Supply and deliver 07 Tablets and other accessories mentioned under the Section D

#### D. TECHNICAL SPECIFICATIONS

Item Name	Tablet
Quantity	7 (seven)
Capacity	At least 128GB
Cellular and Wireless	Wi-Fi + Cellular
Display	10.2-inch (diagonal) LED-backlit Multi-Touch display
Weight	Less than 500 grams
Camera	8-megapixel photos Front facing HD camera
Video Recording	1080p HD video recording at 30 fps
Power and Battery	Up to 10 hours on Wi-Fi, Up to 9 hours using the cellular data network. Charging via USB/or a cable to computer system or via power adapter
Wireless Stylus Pen	Compatible with the tablet
Quantity of Wireless Stylus Pens	7 (seven)

#### E. MANDATORY DOCUMENTS AND REQUIREMENTS

1. Financial proposal
2. Copy of GST registration certificate
3. Copy of company registration certificate
4. Company profile
5. Technical Specifications of proposed product
6. Quotation validity of 45 days minimum.



## F. EVALUATION CRITERIA

### 1. Pre-Evaluation

- a. Pre Evaluation is a preliminary evaluation done based on the documentation requirement before moving on to the Technical Evaluation. Pre Evaluation determines if bidder is substantially responsive to the terms of this ToR as specified below;
  - i. Bidder confirms to all requirements identified under Section E. Mandatory Documents and requirements.
- b. Substantially non-responsive bids at this pre evaluation stage will be rejected from further stages of evaluation.
- c. Substantially responsive bids at this pre evaluation stage shall be qualified for technical evaluation

### 2. Technical Evaluation

- a. Technical evaluation is to confirm if the proposed server does comply with all the requirements listed under the technical requirements. Ministry of Environment holds the authority to qualify any proposal technically based on their proposed features, only if the evaluation committee finds it acceptable and would achieve the objective fully. Technically non responsive bids from this stage would not be qualified to the final evaluation.

### 3. Final Evaluation

- a. The proposal would be qualified to this stage after being assessed in pre evaluation and technical evaluation. In this evaluation, the proposals would be compared to their proposed price, duration and experience to complete the project. Point system set for the final evaluation is:

#	Criteria	Points (Percentage)
1	Price (lowest price proposed/ proposed price) x 65	
2	Duration (shortest duration proposed/ proposed duration) x 30	
3	Experience* (1 point for each experience. Max 5 points)	

\*Experience would be considered to all submitted reference letters which is addressed to relevant works (value higher than MVR 35,000) completed within the past 5 years. Each valid reference letter would carry 1 point.

## G. CLARIFICATIONS

Any clarification regarding this Terms of Reference shall be addressed to;

Email: [environment@environment.gov.mv](mailto:environment@environment.gov.mv),

Phone: +(960) 3018 300

