

TERMS OF REFERENCE FOR PROVISION OF SKILLED TECHNICAL LABOUR

Announcement Number: (IUL)113-PD/1/2026/117

Technology and Digital Services Department

1. Objective

Maldives Ports Limited (MPL) is seeking a party to provide skilled technical labour for cabling and installation of network items. The technicians will be assigned based on MPL's work requirements.

2. Scope of Work

The successful vendor must provide technicians capable of executing the following tasks:

- **ICT & CCTV Systems:** Installation, cabling, termination, and scheduled cleaning.
- **Access Control Systems:** Installation, wiring, reader/controller connections.
- **Fiber Optic Works:** Fiber laying, splicing support, terminations, and patch panel preparation.
- **General Labour:** Cable routing, conduit/casing installation, remove cable junction covers, rack preparation, equipment mounting, and related tasks.

3. Service Model & Deployment

- **Team Size:** Up to five (5).
- **Availability:** Up to 20 deployment days per month. Standard working hours are 08:00 - 16:00 or minimum 8 hours of work (including a 90-minute break).
- **Labour-Only Model:** MPL will provide daily supervision, task assignment, and work planning. The vendor is responsible for employment, payroll, HR administration, basic hand tools, and Personal Protective Equipment (PPE).

4. Logistics, Health & Safety

- **Transport:** MPL will provide transportation to Thilafushi and other sites located outside Malé and Hulhumalé.
- **Safety & Compliance:** MPL will provide site safety briefings. The vendor must ensure technicians follow all safety protocols and provide basic safety items such as helmet, vest, shoes and safety belts.

5. Bidding Requirements

Vendors must submit proposals outlining the following:

- **Proposed Monthly Fee** (Inclusive of GST) for up to 5 people and up to 20 deployment days as mentioned above [3].
- **Contract Period:** Minimum (1) Year Negotiable to extension.
- **Additional Charges** for contingencies, including extra deployment days and person.

Sample:

Item	Basis
Number of personal	Up to 5
Deployment days	Up to 20 days per month
Working hours	08:00–16:00, including 1 hour 30 minutes break
Monthly service fee	MVR [Insert Amount] per month
Additional deployment	MVR [Insert Amount] per person per day
Extra personal (if required)	MVR [Insert Amount] per day

6. Evaluation Criteria:

The proposals will be evaluated based on the following criteria:

Criteria	Marks
Price	70
Experience letter: (10 marks for each valid letter).	30

7. Documents Required

The following documents, if not submitted with the proposal, could cause the party to fail during technical evaluation.

- Company profile.
- Documents for the team members (optional):
 - Letter of employment (Upon request)
 - Police reports (Upon request)

BID DATASHEET

The following information and requirements related to the Procurement of Provision of Skilled Technical Labour shall complement, supplement, or amend the provisions contained in the Instructions to Bidders. In the event of any conflict between the Instructions to Bidders, this Data Sheet, and any annexes or references attached hereto, the provisions contained in this Data Sheet shall prevail and govern.

DS No.	Data	Specific Instructions / Requirements
DS 1.	Announcement No:	(IUL)113-PD/1/2026/117
DS 2.	Title of Tender:	PROVISION OF SKILLED TECHNICAL LABOUR
DS 3.	Country / Region Location:	Male' / Maldives
DS 4.	Period of Bid Validity commencing on the submission date	☒ 90 days
DS 5.	Acceptable Currency of Bid	☒ Maldivian Rufiyaa (MVR)
DS 6.	Deadline for submitting requests for clarifications/questions	Date and Time: 13th October 2026 14:00 GMT+5
DS 7.	Contact Details for submitting clarifications/questions	tender@port.mv
DS 8.	Manner of Disseminating Supplemental Information to the RFP and responses/clarifications to queries	☒ Direct communication to prospective Proposers by email
DS 9.	No. of copies of Bids that must be submitted	Original: One (1)
DS 10.	Proposal Submission Address	Maldives Ports Limited, Port Building, Boduthakurufaanu Magu, Male'
DS 11.	Deadline of Submission	Date and Time: 18th October 2026 14:00 GMT+5
DS 12.	Allowable Manner of Submitting Proposals	☒ Bid Submission at Maldives Ports Limited, Port Building, Boduthakurufaanu Magu, Male'.

DS No.	Data	Specific Instructions / Requirements Maldives Ports Limited
DS 13.	Date, time and venue for opening of Proposals	Date and Time: October 18, 2026 12:00 AM
DS 14.	Required Documents that must be Submitted to Establish Qualification of Bidders (In "Certified True Copy" form only)	☒ Tender Submission Form ☒ Financial Proposal (Quotation) ☒ Company Profile ☒ Relevant Experience ☒ Ownership Documents ☒ Company Registration ☒ Experience Certificates ☒ GST Certificate (If applicable) ☒ Tax Compliance Certificate (if applicable) ☒ Compliance Declarations

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Bid submission Date: **18th October 2026 14:00 GMT+5**

BID SUBMISSION FORM

Tender Title:

Price :

Amount in Words:

Bid Validity (Days):

Company Name/Name:

Date:

Contact No:

Company Registration No:

Company Seal / Signature

Note:

- ***Without this Bid Submission form your proposal will not be accepted.***
- *Please fill in all the contents in this form.*
- *Please submit a copy of the Company Registration Certificate.*
- *Please submit the declaration of conflict-of-interest form*

CONFLICT OF INTEREST DECLARATION

To: Maldives Ports Limited (MPL)

Announcement No: (IUL)113-PD/1/2026/117

Date:

Tender Title: Procurement of Provision of Skilled Technical Labour

The bidder shall complete and submit this declaration with its bid.

I, the undersigned, being the authorized signatory of **[Insert Company Name]**, hereby declare as follows:

1. Conflict of Interest Disclosure

Does the company, or any of its directors, employees, agents, associates, or representatives, have any actual, potential, or perceived conflict of interest with MPL personnel, other bidders, or any third party involved in this tender?

☐ Yes ☐ No

If "Yes", provide full details below.

Details of Conflict of Interest, if applicable:

[Insert details of any relationship, interest, or circumstance that may create bias, interference, or an unfair advantage in the tender process.]

All financial, non-financial, actual, potential, or perceived conflicts of interest involving any MPL employee, Board Director, bidder, vendor, or related party must be fully disclosed.

Please provide the relevant disclosure details in the table below:

Employee/Director Name	NID No./ Passport Number	Designation & Department	Relationship

2. Commitment to Fairness and Ethical Conduct

1. We undertake to immediately notify Maldives Ports Limited if we become aware of any actual, potential, or perceived conflict of interest.
2. We declare that neither we nor our employees, associates, agents, shareholders, partners, consultants, relatives, or related parties have engaged in any corrupt, fraudulent, coercive, or collusive practice in connection with this bid.
3. We acknowledge MPL's right to inspect all records relating to the preparation of our bid and any resulting contract, whether or not the contract is awarded to us.
4. We confirm that no payments, gifts, inducements, or benefits have been offered, made, or promised by us or our related parties to any person involved in the procurement process on behalf of MPL, the Client, or the Employer.

DECLARATION

We confirm that this declaration is made in good faith and with full understanding of its implications under the applicable laws of the Maldives.

Authorized Signatory

Signed on behalf of: [Bidder Name]

Name: _____

Position: _____

Address: _____

Date: _____

Authorized Representative

Signature: _____

Company Seal, if applicable: _____