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Addu Equatorial Hospital

Hithadhoo, Addu City

Hospital Infrastructure Assessment Information Sheet

06 February 2021

Announcement Number: (IUL)AEH/AEH/2021/4
Bid Submission Date: 21 February 2021



INFORMATION SHEET

Addu Equatorial Hospital is seeking vendor (s) to perform an assessment on Addu Equatorial Hospital facilities. Please ensure that all bids comply with the instructions, failure to comply with the instructions may result in disqualification of the bid.

1. General Instructions

Clarification to the bid information document can be obtained via email. All queries will be conveyed to all vendors to ensure transparency.

2. Submission of Bids

2.1 Bids should be submitted on paper by a representative of the vendor at the designed time and location. No electronic or faxed Bids will be accepted.

2.2 Bids which do not comply with the mandatory requirements specified in this document will **not** be considered for final evaluation.

2.3 All prices must be stated in Maldivian Rufiyaa, and must include any taxes and other charges.

2.4 All bids must be submitted as one document in a sealed envelope .

2.5 Company directors list and related past experience should be submitted along with the proposal.

2.6 The envelopes must bear the name of the company submitting the bid.

2.7 All Bids should be addresses as follows:

BID REFERENCE:

Addu Equatorial Hospital

Kanbiha Magu, Addu City

+9606885046

3. Bid Submission Meeting

3.1 All vendors or their representatives are required to present Bids at closing time specified below.

3.2 Bid should be physically submitted on **Sunday 21 February 2021 at 1330hrs**, at the following location.

Addu Equatorial Hospital (Conference Hall)

Kanbiha Magu, Addu city

Tel: +9606885046

Email: tender@ach.gov.mv

3.3 Only vendors registered can submit for this tender.

3.4 Vendors are to arrive early for the Bid submission meeting, before **13:30:00**, as vendors will not be allowed to submit any Bids after the time specified above.



3.5 Vendors will be required to fill out the attendance form and note their prices at the Bid submission meeting. For the reason, please ensure that all Bids clearly identify the total price.

4. Other Important Information

4.1 A bidder who attend for the information session cannot represent two or more companies.

4.2 If the bidder is a company, company should submit the company registration and the company is a sister company along with company registration parent company registration shall be submitted. For individuals a copy of ID card or business registration shall be submitted. If an individual without business registration wins the bid 7 working days will be given to register for business at Ministry of Economic Development.

4.3 Bids will be awarded to the winner upon submission of tax clearance report form MIRA. Working seven days will be given to submit the clearance report for bidders who did not submit the clearance report with the bid.

4.4 Bid price should include GST amount. No additional amount will be given as GST to the bid amount. Bidders who have registered for GST shall submit the GST registration certificate along with bid. If bid is won by a bidder who have proposed a price of one million or above bids will be awarded upon submission of GST registration certificate. Seven working days will be given to the winning bidder without GST registration to register and submit GST registration.

4.5 It is the responsibility of bidder to submit supporting documents necessary for bid evaluation. Points will be given based on the documents submitted by the bidder.

4.6 Bids will be evaluated and awarded according to the evaluation guideline.

4.7 Bids should be valid for at least 90 days from date of submission.

4.8 Please note that vendors who do not provide easily viewable total cost may be disqualified and price will not be noted.

4.9 Please note that vendors who do not provide a cost at time of opening the bid may be disqualified and the price will not be noted.

4.10 Experience letters in the relevant field should be attached to gain points for experience section.

5. Documents to be submitted with the bid

5.1 Work Schedule

5.2 Proposed work plan

5.3 Experience letter with supporting documents

5.4 Company Profile

5. Evaluation guideline:

The below is the evaluation guideline for this tender. The marks allocations for this tender is as below.

Category	Weight (%)
Price	50
Duration of work completion	20
Experience	30



5.1 Price

The bidder who proposes the lowest price will get 50 points for price. (after giving the full point for the bidder with the lowest price other bidders will get points according to the ratio as per the proposed price). For this tender price should be proposed for the whole project. Bid will be evaluated based on that price.

5.2 Proposed Duration of the work

The bidder who proposes the shortest duration to complete the work will get 20 points. (after giving the full point for the bidder with the shortest duration, other bidders will get points according to the ratio as per the proposed duration). In addition to that bidder should submit a work schedule with the bid.

5.3 Experience

Experience will be awarded for the supporting documents submitted by the bidder verifying the works done by the bidder. The work shall be related to the mentioned work in this bid document. Experience will be evaluated based on the value of related works done by the bidder. Bids from Bidders without prior similar experience will be disqualified. The following evaluation criteria will be adopted for the evaluation of the Experience. For documents with works valued less than 100,000 will not be awarded any marks for this criterion.

Details	Points Awarded	Other
For each related work valued between MVR 100,000 to MVR 149,999	10	A maximum of 30 points will awarded to this category
For each related work valued between MVR 150,000 to MVR 199,999	20	
For each related work valued above MVR 200,000	30	

6. Scope of the work:

Addu Equatorial Hospital is seeking a vendor to perform a thorough need assessment of our facility on the following areas. A thorough survey should be done for the Hospital focusing on the following areas of the facility and shall compile a report comprising of the following.

- The current condition, including the issues, risks and the challenges
- Proposed solutions and recommendations for the identified issue
- Estimated costs to rectify the issues.

Assessment focus areas

Below are the focus areas for this assessment, but this shall not be limited to these areas. Any further focus area is identified during the assessment the bidder shall include that in the report.

- Addu Equatorial Hospital Main Building.
- Addu Equatorial Hospital Buildings within Hospital grounds.
- The scope of the report should include but is not limited to the following



- Management of facilities
- Building repairs
- Lift Maintenance
- Electrical requirements
- Back-up generators
- Air Conditioning
- CSSD
- Oxygen generator
- Laundry
- Fire security
- Water storage & RO plant

