

INVITATION FOR PROPOSAL

Services/Goods Required:

Requirement for Remodeling Moonima Lounge Counter Area at Velanaa International Airport.

Date and time for Site Visit of the Project: **To be informed.**

Proposals submission to be held at IASL head office on: **To be informed.**

Instructions for visiting site

- 1- For site visit a security pass will be required for the persons interested in visiting the site. The company will facilitate the security pass upon request. To obtain the security pass, interested persons must submit (email) their ID copies (For foreigner's visa card) to procurement@iasl.aero / mohamed.ziyau@iasl.aero prior to two days of the site visiting date.
- 2- After submission of the necessary documents to procurement@iasl.aero / mohamed.ziyau@iasl.aero, the interested persons must contact and coordinate with the below mentioned Projects Coordinator to accompany them to the installation site.

Contact Information:

Name: Ahmed Raaid

Position: Maintenance coordinator

Telephone: 3331261

Mobile No.: 9999749

Email: admin.seaplane@iasl.aero / projects.maintenance@iasl.aero

Eligible Vendors

The Vendor must submit relevant documents as per clause (s) of this document.

- a. Vendor must be a Maldivian firm or individual providing such services as attachment.
- b. The vendor shall furnish the following documentary evidence.
- c. All information provided will be subjected to verification by IASL. Submission of incomplete or unsigned forms will result in rejection of the proposal as non-responsive.
- d. The project estimate and rates must be quoted in Maldivian Rufiyaa inclusive of all taxes and clearing charges.
- e. Project delivery period must be mentioned in the proposal.
- f. Proposal must remain valid for a period of 120 days.
- g. The proposal submitted must contain the following. Failure to do so may result in disqualification.
 1. COVER LETTER
The cover letter for the proposal must be signed by an authorized person who has the authority to bind the proposal to a Contract.
 2. PAYMENT TERMS
 - ❖ The payment terms and arrangements quoted in Maldivian Rufiyaa (MVR) inclusive of all taxes.
 3. DISCLAIMER
 - ❖ A letter stating if the bidder has or does not have any relationship in terms of employment or close family relationship. Close family relationship here refers 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).
 4. REJECTION AND DISQUALIFICATION OF PROPOSAL

- ❖ If any of the documents mentioned under Clause (s) is missing in the proposal the company has the right to reject the evaluation or request for a resubmission.

Proposal Documentation Check List

- Proposal
- Company Profile
- Proposal Cover Letter
- Disclaimer Letter
- Memorandum and Articles of Association
- Company Registration Certificate
- GST Registration Certificate
- Audited Financial Statements
- Reference of past experience and work completion letter or certificates
- Detail BOQ (Bill of Quantities) of the Proposal
- Project Delivery Period

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- Required
 - Not Required