



Ministry of Environment and Energy

Male', Republic of Maldives.

ދިވެހިސަރުކާރުގެ ގެޒެޓް ގައި ބަޔާންކުރި ގޮތުގައި
މިއަހަރުގެ ފެބްރުއަރީ 2017

Date: 25th April 2017

(IUL)438-WS/438/2016/92

Printing "National water and sewerage policy" Book

Terms of Reference

1. Background

"National water and sewerage policy" aims to provide a framework for coordinated action for the provision of adequate water and sewerage services in Maldives and the proper management of water resources.

In this regard, the Ministry of Environment and Energy is seeking a party to provide printing, binding and the finishing services for the publication of the "National water and sewerage policy".

2. Scope of Works

The scope of works will include printing, binding & finishing of 500 nos. books according to the specifications provided by the Ministry and delivery.

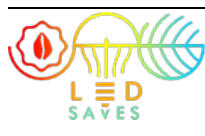
3. Deliverables

The successful party should deliver 500 nos of high quality books, which comply with the specifications

Project name	National water and sewerage policy
Finished Size	178 X 252 mm
Paper type	Art paper 230 Gsm Matte Cover page & inside 170 Gsm , 50 pages (including cover)
Print type	Multicolour UV printing- double sided colour printing
Cover	230 Gsm Matte Laminated Art Paper
Binding	Perfect binding
Quantity	500 nos. Booklets

4. Documents to be submitted with the Proposal

Parties shall submit the following documents required to demonstrate their capacity and experience to carry out the services stated in the TOR.



Green Building, Handhuwaree Hingun,
Maafannu, Male', 20392, Republic of Maldives.

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secretariat@environment.gov.mv

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1. Financial Proposal / Quotation with minimum 45 days validity
2. Technical Specification
3. Details of the Firm (including Profile, copy of registration, copy of GST registration, contacts details (name, designation & contact number) of a liaising official)
4. A similar sample printed page/booklet for evaluation of the printing quality

5. Award of Contract

A party will be selected by a committee of minimum three members in accordance with the evaluation criteria stated in the Terms of Reference. The Technical Proposal will be given 60% of the Marks and the Financial Proposal will be given 40% marks.

6. Evaluation Criteria

Category	Total Marks
1. Financial Proposal	40 points
2. Experience <ul style="list-style-type: none"> • Previous works: 10 points • Sample booklet: 20 • Portfolio: 10 points 	40 points
3. Duration	20 points
TOTAL	100 points

7. Submission of proposal and deadline

Sealed Proposals titled **“National water and sewerage policy”** shall be submitted to the following address in person and opened in the presence of the representatives of proponents on the date and time indicated below

Procurement Unit

Ministry of Environment and Energy,
Green Building
Maafannu, Male', 20392,
Republic of Maldives
Date: 02nd May 2017, Tuesday
Time: 11:30 hours