



26 January 2022

SME Hub Ground Floor Renovation – Request for Proposal

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A. INTRODUCTION

Business Center Corporation (BCC) is a state-owned enterprise (SOE) incorporated in 2017 to coordinate and oversee the management of regional business development service centers (BCs) established, by the Ministry of Economic Development, under the SME Act (6/2013).

The purpose of the Business Centers (BCs) is to contribute to the establishment of an enabling business environment to support inclusive economic growth by providing and building capacity for sustainable, demand-driven business development services and to facilitate market access which will serve the growth needs of the micro, small and medium-sized enterprise (MSME) sector in the Maldives.

B. PROJECT BACKGROUND

Business Center Corporation, BCC, is developing a three-storey commercial space for our SME community. This SME Hub will be designed in STO Allied Building, Chandhanee Magu, Male' City. We will be providing a market space with affordable kiosks on monthly contracts for businesses to sell products and services. Also, this will be an avenue for home-based workers in certain fields such as literature, gardening, food & beverage, art and craft etc.

- Ground Floor - Garden Bookshop Café.
 - An indoor garden with a cafe combined with reading corners, and artist performance area.
- First Floor & Second Floor - Commercial Space
 - Kiosks rented to startups and SME businesses with other facilities.

C. SCOPE OF WORK

Business Center Corporation is seeking services of a contracting party for the renovation work of the planned SME Hub, ground floor of STO Allied Building, Chaandhanee Magu, Male' City. Below details the scope of work and other requirements.

1. WORK REQUIREMENTS

As per the detailed drawings, designs and BOQ provided by BCC;

- 1.1 Preliminary works
- 1.2 Ceiling works
- 1.3 Flooring works
- 1.4 Wall finishing works
- 1.5 Cabling, networking and electrical works
- 1.6 Glass works
- 1.7 Plumbing and drainage works
- 1.8 Remove glass and drywall partitions
- 1.9 Installation of soundproof drywall
- 1.10 Provision and installation of furniture and fixtures
- 1.11 Provision and installation of lights
- 1.12 Cleaning and disposal of waste from the site



D. CONTRACT DURATION

- The duration of the assignment is maximum calendar 45 (Forty Five) days from the contract award date.

E. DOCUMENTS REQUIRED

- Completed Bid Submission Form with item level breakdown and prices must be inclusive of Goods and Service Tax (GST) and quotation in MVR (Appendix 1)
- Profile and work portfolio or evidence of previous work
- Reference letter
- Entity Registration Copy
- GST Registration Certificate
- Completed conflict of interest form (Appendix 2)

F. SELECTION CRITERIA

Proposed Price	70%
Work experience*	20%
Proposed duration	10%

* Applicant has successfully demonstrated completion of similar projects (Each reference letter will be awarded maximum of 5 marks).

G. APPLICATION SUBMISSION AND SELECTION

Time / Deadline	Activity
1 30 th January 2022 (Sunday) 1400 hrs – 1430 hrs	Information Session STO Allied Building, Ground Floor, Chaandhanee Magu
2 7 th February 2022 (Monday) 1400 hrs – 1430 hrs	Submit the documents required in Section E to; Business Center Corporation M. Kaneeruvilla, 1 st Floor, Orchid Magu Male', Maldives
3 8 th February 2022 (Tuesday) 2200 hrs – 2300 hrs	Score sheet will be sent to all bidders notifying the party selected. Appeals and/or complaints shall be sent to <i>procurement@bcc.mv</i>
4 9 th February 2022 (Wednesday) 1430 hrs	Deadline for appeals and/or complaints.

H. PAYMENT

The payment, subject to any deductions, will be paid upon the completion of the project.