



Business Center Corporation
Male'
Republic of Maldives

Bidding Documents

Consultant for the Revision of Technical Drawings of Trade Facilitation Center Building

ANNOUNCEMENT NUMBER: (IUL)-BCC/PRC/2022/12

ANNOUNCEMENT DATE: 20th March 2022, Sunday

Pre-Bid Meeting Date & Time: 23rd March 2022, 1500hrs

BID OPENING DATE & TIME: 31st March 2022, 1500hrs

BID OPENING VENUE: Business Center Corporation, M. Kaneeru Villa, Orchid Magu 20212

Malé,
Republic of Maldives
March 2022

1. Bid Data

1.1	The name of the project is: Consultant for the Revision of Technical Drawings of Trade Facilitation Center Building
1.2	For clarification purposes only, the BCC's address is: Mr. Shaffaan Mohamed Assistant Manager, Procurement Business Center Corporation M. Kaneeru Villa, 1 st Floor (A), Orchid Magu, Male', 20212 Republic of Maldives Tel: (960) 3010613 E-Mail: procurement@bcc.mv Requests for clarification should be received by BCC <u>no later than</u> : 1200 Hours, Tuesday, March 31, 2022
1.3	Period of Completion/Supply & Delivery: The maximum delivery period allowed under this bid is 30 Calendar days. The drawings shall be handed over to BCC along with a work completion report.
1.4	Penalty for delays: A penalty of 0.05% per day of delay, up to 10% of undelivered items be charged in the event that the bidder fails to deliver on time as given. BCC reserves the right to cancel the Bids, if the delivery time is delayed by more than 10 working days from the agreed delivery date.
1.5	Bid language: English
1.6	Pre-Bid meeting: A pre-bid meeting will be held at BCC's head office at the below address Business Center Corporation M. Kaneeru Villa, 1 st Floor (A), Orchid Magu, Male', 20212 Republic of Maldives Tel: (960) 3010613 E-Mail: procurement@bcc.mv Pre-bid meeting will be held on 23rd March 2022 15:00 hrs. Bid submission will be allowed only for the parties who attend the pre-bid meeting.
1.7	The bid validity period shall be: 90 Days

<p>1.8</p>	<p>For bid submission purposes only, the BCC's address is:</p> <p>Mr. Shaffaan Mohamed Assistant Manager, Procurement Business Center Corporation M. Kaneeru Villa, 1st Floor (A), Orchid Magu, Male', 20212 Republic of Maldives Tel: (960) 3010613 E-Mail: procurement@bcc.mv</p> <table border="1"> <thead> <tr> <th data-bbox="373 488 868 528">Time / Deadline</th> <th data-bbox="868 488 1406 528">Activity</th> </tr> </thead> <tbody> <tr> <td data-bbox="373 528 868 770"> <p>1 Thursday, March 31, 2022 Time: 1500 hrs</p> </td> <td data-bbox="868 528 1406 770"> <p>Submit the documents required in Section D to:</p> <p>Business Center Corporation M. Kaneeruvilla, 1st Floor (A), Orchid Magu, 20212, Male', Maldives</p> </td> </tr> <tr> <td data-bbox="373 770 868 990"> <p>4 Wednesday, April 06, 2022</p> </td> <td data-bbox="868 770 1406 990"> <p>Score sheet will be sent to all bidders notifying the party selected.</p> <p>Appeals and/or complaints shall be sent to procurement@bcc.mv</p> </td> </tr> <tr> <td data-bbox="373 990 868 1093"> <p>5 Thursday, April 07, 2022 Time: 1430 hrs</p> </td> <td data-bbox="868 990 1406 1093"> <p>Deadline for appeals and/or complaints.</p> </td> </tr> </tbody> </table>	Time / Deadline	Activity	<p>1 Thursday, March 31, 2022 Time: 1500 hrs</p>	<p>Submit the documents required in Section D to:</p> <p>Business Center Corporation M. Kaneeruvilla, 1st Floor (A), Orchid Magu, 20212, Male', Maldives</p>	<p>4 Wednesday, April 06, 2022</p>	<p>Score sheet will be sent to all bidders notifying the party selected.</p> <p>Appeals and/or complaints shall be sent to procurement@bcc.mv</p>	<p>5 Thursday, April 07, 2022 Time: 1430 hrs</p>	<p>Deadline for appeals and/or complaints.</p>
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<p>1.9</p>	<p>Payment Terms: Payments will be made upon completion of the work and within 30 days of submission of Tax Invoice</p>								
<p>1.10</p>	<p>Eligibility:</p> <ol style="list-style-type: none"> The bidder shall be a Small or Medium Enterprise registered at Ministry of Economic Development. Participation in the pre-bid meeting. Submission of all the required documents in Section D. <p>Late submission of any of the above-mentioned documents will not be entertained.</p>								
<p>1.11</p>	<p>Bid Evaluation Criteria</p> <table border="1"> <thead> <tr> <th data-bbox="373 1568 652 1608">Criteria</th> <th data-bbox="652 1568 809 1608">Percentage</th> </tr> </thead> <tbody> <tr> <td data-bbox="373 1608 652 1644">Price</td> <td data-bbox="652 1608 809 1644">60%</td> </tr> <tr> <td data-bbox="373 1644 652 1680">Experience & Portfolio</td> <td data-bbox="652 1644 809 1680">40%</td> </tr> <tr> <td data-bbox="373 1680 652 1715">Total</td> <td data-bbox="652 1680 809 1715">100%</td> </tr> </tbody> </table>	Criteria	Percentage	Price	60%	Experience & Portfolio	40%	Total	100%
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<p>1.12</p>	<p>Time period and maximum number of references considered for awarding points for Experience. Maximum Time period considered: Past 5 Years Each reference letter will be awarded maximum of 05 marks. Maximum 05 valid reference letters.</p>								

A. INTRODUCTION

Business Center Corporation (BCC) is a State-owned Enterprise incorporated in 2017 by Presidential Decree, as the implementing body of MSME development projects initiated by the Ministry of Economic Development. Our main objective is to create an enabling and inclusive business environment for Micro, Small and Medium Enterprises (MSMEs), through various support mechanisms geared towards assisting small businesses to sustain, scale, and grow.

B. Scope of Service & Deliverables

The scope of work under this ITB consists of Re-drawing of the concept design for a building at Chaandhanee Magu, in accordance with the drawing provided by BCC

As per the detailed drawings and designs provided by BCC;

1. Revising Architectural Detailed Drawings
2. Revising Structural Detailed Drawings
3. Revising Finishing Layout Schedule
4. Revising Services Drawings
5. Revising 3D Renderings
6. Revising BOQ
7. Obtaining necessary approvals from relevant ministries/authorities for the drawings

C. Documents Required

1. Completed Bid Submission Form with item level breakdown and prices must be inclusive of Goods and Service Tax (GST) (If registered for GST) and quotation in MVR (Appendix 1)
2. Profile and work portfolio or evidence of previous work
3. Reference letter
4. Entity Registration Copy
5. SME Registration Copy
6. Tax Clearance Report
7. Completed conflict of interest form (Appendix 2)
8. Curriculum Vitae of the project team