



Business Center Corporation
Male'
Republic of Maldives

Bidding Documents

Supply of Light Equipment Required for Co-Shared Kitchen by BCC

ANNOUNCEMENT NUMBER	(IUL)-BCC/PRC/2022/23
ANNOUNCEMENT DATE:	15 May 2022, Sunday
PRE-BID MEETING DATE & TIME	No Pre-bid Meeting to be held, all queries to be sent via email before 1600 hrs. on Wednesday 25 May 2022
BID OPENING DATE & TIME	26 May 2022, Thursday at 1000 hrs
BID OPENING VENUE	Business Center Corporation, M. Kaneeru Villa, Orchid Magu 20212

Malé,
Republic of Maldives
May 2022

1. Bid Data

1.1	The name of the project is: Supply of Light Equipment Required for the Co-Shared Kitchen by Business Center Corporation.
1.2	For clarification purposes only, the BCC's address is: Mr. Zabeehullah Ahmed 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 no later than: 1600 Hours, Wednesday, May 25, 2022
1.3	Period of Completion/Supply & Delivery: The maximum delivery period allowed under this bid is 60 Calendar days. The equipment 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 the bidder fails to deliver within the period agreed upon. BCC reserves the right to cancel supply contracts, 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: No pre-bid meeting will be held for this bid. All requests for clarification must be sent to the Corporation before the date and time specified in clause 1.2
1.7	All bids submitted shall have a validity period of: 90 Calendar Days

1.8	<p>For bid submission purposes only, the BCC’s address is:</p> <p>Mr. Zabeehullah Ahmed Manager, Procurement Business Center Corporation M. Kaneeru Villa, 1st Floor (A), Orchid Magu, Male’, 20212 Republic of Maldives Tel: (960) 3010613, (960) 3305555 E-Mail: procurement@bcc.mv</p> <table border="1" data-bbox="375 488 1396 1008"> <thead> <tr> <th data-bbox="375 488 422 526"></th> <th data-bbox="422 488 869 526">Time / Deadline</th> <th data-bbox="869 488 1396 526">Activity</th> </tr> </thead> <tbody> <tr> <td data-bbox="375 526 422 750">1</td> <td data-bbox="422 526 869 750">Thursday, May 26, 2022 Time: 1000 hrs</td> <td data-bbox="869 526 1396 750">Submit the documents specified in Section D in sealed envelopes to: Business Center Corporation M. Kaneeruvilla, 1st Floor (A), Orchid Magu, 20212, Male’, Maldives</td> </tr> <tr> <td data-bbox="375 750 422 929">4</td> <td data-bbox="422 750 869 929">Thursday, June 2, 2022</td> <td data-bbox="869 750 1396 929">Score sheet will be sent to all bidders notifying the party selected. Appeals and/or complaints shall be sent to procurement@bcc.mv</td> </tr> <tr> <td data-bbox="375 929 422 1008">5</td> <td data-bbox="422 929 869 1008">Tuesday, June 7, 2022 Time: 1600 hrs</td> <td data-bbox="869 929 1396 1008">Deadline for appeals and/or complaints.</td> </tr> </tbody> </table>		Time / Deadline	Activity	1	Thursday, May 26, 2022 Time: 1000 hrs	Submit the documents specified in Section D in sealed envelopes to: Business Center Corporation M. Kaneeruvilla, 1 st Floor (A), Orchid Magu, 20212, Male’, Maldives	4	Thursday, June 2, 2022	Score sheet will be sent to all bidders notifying the party selected. Appeals and/or complaints shall be sent to procurement@bcc.mv	5	Tuesday, June 7, 2022 Time: 1600 hrs	Deadline for appeals and/or complaints.
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1.9	<p>Payment Terms: Payments will be made upon completion and acceptance of the work and within 30 days of submission of Tax Invoice</p>												
1.10	<p>Bid Evaluation & Awarding Method: Items will be evaluated and awarded collectively.</p>												
1.11	<p>Eligibility:</p> <ol style="list-style-type: none"> 1. The bidder shall be a Small or Medium Enterprise registered at Ministry of Economic Development. 2. Submission of all the required documents in Section D. <p>Late submission of any of the above-mentioned documents will not be entertained.</p>												
1.12	<p>Bid Evaluation Criteria</p> <table border="1" data-bbox="375 1534 805 1691"> <thead> <tr> <th data-bbox="375 1534 646 1568">Criteria</th> <th data-bbox="646 1534 805 1568">Percentage</th> </tr> </thead> <tbody> <tr> <td data-bbox="375 1568 646 1601">Price</td> <td data-bbox="646 1568 805 1601">70%</td> </tr> <tr> <td data-bbox="375 1601 646 1635">Experience & Portfolio</td> <td data-bbox="646 1601 805 1635">30%</td> </tr> <tr> <td data-bbox="375 1635 646 1691">Total</td> <td data-bbox="646 1635 805 1691">100%</td> </tr> </tbody> </table>	Criteria	Percentage	Price	70%	Experience & Portfolio	30%	Total	100%				
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1.13	<p>Time period and maximum number of references considered for awarding points for Experience.</p> <p>Maximum Time period considered: Past 5 Years Each reference letter will be awarded maximum of 05 marks. A maximum 06 valid reference letters will be considered for evaluation.</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. PROJECT BACKGROUND

The Business Center Corporation has planned to establish a fully equipped and licensed commercial kitchen in Hulhumale'. This would be the first venture of its kind in the Maldives. The aim is to provide a space for the food entrepreneurs, especially MSMEs, to operate their food production that is safe and comfortable without the burden of having to invest in expensive equipment and machinery. The food entrepreneurs will be able to book spaces online and will enjoy member benefits of our kitchen at an affordable price.

C. SCOPE OF SERVICE & REQUIREMENTS

- Supply of Light Equipment required for Co-Shared Kitchen at Hulhumale. Item list with detailed specification is enlisted as **Annex 1 - [Co-Shared Kitchen Equipment List](#)**
- The price quoted shall be the total price to deliver the items to the final destination inclusive of all transportation costs, all local and international charges, taxes and duties.
- The warranty period offered shall be a minimum of 12 months.
- Bidding Parties shall provide the catalogue of offered equipment and its specifications with clear photos of the items to be offered.
- The details of the items to be purchased are specified in the list attached as **Annex -1 [Co-Shared Kitchen Equipment List](#)**. The bidding parties shall quote for these items by completing and returning the Bid Submission Form attached as **Appendix 1**
- Quoted items are to be delivered to Indoor Sports Complex, 2nd Floor, Bus Stop 05, Hithigas Magu, Hulhumale'.

D. 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. Completed conflict of interest form (Appendix 2)
3. Completed Experience in Contracts of Similar nature Sheet (Appendix 3)
4. Profile and work portfolio or evidence of previous work
5. Reference letters.
6. Entity Registration Copy
7. SME Registration Copy
8. Tax Clearance Report (Issued within three months from date of bid submission)

E. Rejection Criteria

- The Corporation reserves the right to reject partial quotations.
- Bid submissions which does not meet the required specifications will be rejected.
- Incomplete bid submissions will be rejected.
- If it is determined at any stage of evaluation that any of the documents submitted are fraudulent, inaccurate or modified the submission will be disqualified.
- If at any time prior to award, the Corporation determines a need for a significant modification of the provisions of this document, the Corporation will issue a written amendment to all potential suppliers. No oral statement of any person shall, in any manner, be deemed to alter or otherwise affect any term or condition of this solicitation, and no supplier shall rely on any such statement
- The Corporation reserves the right to accept or reject any Bid, and to cancel the bidding process and reject all bids, at any time prior to the award of Contract, without thereby incurring any liability to the affected Bidder or bidders or any obligation to inform the affected Bidder or bidders of the grounds for the Corporation's action.