

Instruction to Bidders

This document includes information relevant to the procurement of goods and services, bidding procedure for bidders and guidelines to prepare the bids.

A. Introduction	
Scope of Bid	Bank of Maldives PLC invites sealed bids from eligible bidders for Establishment of Self Service Banking ATM at N. Maafaru. A local competitive bidding will be conducted in accordance with Bank of Maldives PLC's bidding procedure and is open to all Bidders.
Procurement Reference and Name	BML/PD/OPN-BID/2022/011-1 Establishment of Self Service Banking ATM at N. Maafaru
Eligible Bidders	This invitation is open to all interested with a formal intent to enter into an agreement. Each Bidder shall submit only one bid. A bidder who submits or participates in more than one bid will cause all the bid proposals for that particular procurement to be disqualified.
B. Preparation of Bids	
Language	The language of the Bid is: English or Dhivehi
Documents Comprising the Bid	The Bidder shall submit the following completed documents with its Bid: Form 1 – Schedule of Requirement (not applicable) Form 2A – Bidder Information Sheet Form 2B – Bid Submission Form Form 2C - Price Schedule for Goods & Services
Bid Prices and Currency	The Bidders shall quote the items to be procured individually specifying the unit rates and prices in <i>Maldivian Rufiyaa</i> . Including GST at the time of current rate
Bid Validity	The bid shall remain valid for 30 days from the date of opening the bids.
D. Submission and Opening of Bids	
Bid Submission	Bidders shall submit their bids on the date of submission at the specified location and time indicated in this section.
Acceptance of Bids	BML shall not accept bids before or after the specified closing time.

Location, date and Time	<p>For bid submission</p> <p>(i) Bank of Maldives, Head Office, 5th Floor, Procurement Meeting Room</p> <p>(ii) N.Maafaru Council</p> <p>Island: Male' and N.Maafaru Council</p> <p>The deadline for bid submission:</p> <p>Date: 20th June 2022</p> <p>Time: 02:00 pm (Maldivian Standard Time)</p>
Contact details for further information	<p>Please contact;</p> <p>Procurement Department,</p> <p>Telephone: 3015359, 3015349</p> <p>Email address: openbidding@bml.com.mv</p>
Bid Opening	<p>BML shall conduct the bid opening on the Date of Bid Submission. BML shall open the bids publicly immediately after the expiry of the limit for submission of the bids indicated in the tender documents.</p>
E. Evaluation, and Comparison of Bids	
Confidentiality	<p>Information relating to the examination, evaluation and comparison of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until the award to the successful bidder is notified.</p>
Documents Establishing the Qualifications of the Bidder	<p>BML shall evaluate each Bid based on the evaluation criterion and methodologies specified in Evaluation and Qualification Criteria to determine the most acceptable bid. No other criteria or methodology will be permitted.</p>
F. Award of Contract	
Award Criteria	<p>BML shall award the Contract to the Bidder whose offer has been determined to be the most acceptable Bid and shall notify the successful Bidder, in writing, that its Bid has been accepted.</p>
G. Appeals and complaints	
Regarding conduct of a bid	<p>Bidders are allowed to file appeals and complaints regarding conduct of a bid, in writing, within 7 (seven) days of opening of the bid.</p>
Regarding outcome of a bid (an award or decision to award)	<p>Bidders are allowed to file appeals and complaints regarding outcome of a bid (an award or decision to award), in writing, within 7 (seven) days of awarding the contract.</p>

Evaluation and Qualification Criteria

Table of Criteria

Evaluation Criteria

Evaluation Criteria	Weightage
Price	80%
Delivery	20% (duration)

Eligibility criteria

1 reference letter above MVR 400,000.00 during last 4 Years for similar nature of work

Note:-

- Bids will be opened in the presence of the bidders and/or representatives of the bidders.
- Representatives from companies submitting proposals must submit a board resolution on company's behalf.
- Fine for late delivery will be charged per day and if the work/ item(s) are not completed within the agreed period, Bank has the right to cancel the contract.
- Penalty charge shall be imposed in respect of each item/service of non-compliance with the bid conditions.
- (If applicable) it shall remain your responsibility to ensure that your quotation/proposal reach us on or before the deadline. Quotations/Proposals that are received after the deadline indicated above, for whatever reasons, shall not be considered for evaluation.
- Please note that we may purchase all the items, selected items, or none of the items, based on comparative offers from different vendors.
- Please note that we may award the work, based on comparative offers from different vendors and Bank has the right to check the vendor background and performance on previous projects before awarding.
- Any actual or prospective bidder or contractor who is aggrieved in connection with the solicitation or award of a bid, contract or proposal, may appeal to the MD & CEO of BML. The appeal must be in writing and must list the pertinent facts giving rise to the appeal.

Form 1 - Schedule of Requirement

(Not Applicable)

Form 1 B

Delivery and Completion Schedule

The date or period for delivery to be specified below;

Item No.	Description of Goods or Related Services	Date or Period for Delivery	Location	Required Arrival Date of Goods or Completion Date for Related Services
1.	Establishment of Self Service Banking ATM at N. Maafaru			

Form 1 C Specifications

Information sheet attached with the announcement

Form 2 – Bidding Forms

Table of Forms

- A- Bidders Information Form.
- B- Bid Submission Form.
- C- Price Schedule for Goods and Services.

Form 2A

Bidder Information Sheet

Date: _____

Invitation for Bid No.: *BML/PD/OPN-BID/2022/011-1*

Legal Name of Bidder	
Bidder's Authorised Representative Information	Name: Address: Telephone/Fax Numbers: Email Address:
List of bid documents to be submitted: as per vendor registration application form. <u>In case of new vendors</u> , it is requested to apply for registration as vendor with all related documents. Any changes/update to the information provided in the registration form, shall be submitted to Bank of Maldives along with revised documents.	

Form 2B

Bid Submission Form

Date: _____
Invitation for Bid No.: *BML/PD/OPN-BID/2022/011-1*

To: BANK OF MALDIVES PLC.

I/We, the undersigned, declare that:

- (a) I/We offer to supply in conformity with the Bidding Document and in accordance with the delivery schedule specified in the Schedule of Supply, the following Goods and Related Services: _____;
- (b) The total price of my/our Bid, is: _____;
- (c) My/Our Bid shall be valid for a period of 30 days from the date of bid opening in accordance with the Bidding Document, and it shall remain binding upon me/us and may be accepted at any time before the expiration of that period;
- (d) I/We are not participating, as Bidders, in more than one Bid in this bidding process, other than alternative offers in accordance with the Bidding Document;
- (e) I/We understand that this Bid, together with your written acceptance thereof included in your notification of award shall constitute a binding contract between us,
- (f) I/We declare that all the information provided in connection with this bid is true and all documents are true copies of genuine and valid originals.
- (g) I/We confirm that I/we (including owners/ beneficial owners and/or shareholders / partners of the bidder) have not in any way been associated, in the preparation of this Bid, with an employee of Bank of Maldives PLC.
- (h) I/We confirm that I/we (including owners/ beneficial owners and/or shareholders / partners of the bidder) are not employee(s) or immediate family member(s) of employee(s) or Board of Director(s) of Bank of Maldives PLC (Immediate family members are defined as children, spouses and parents).
- (i) I/We confirm that I/we have carefully read, understood and agree to all the terms and conditions of the Bidding Documents.
- (j) I/We understand that you are not bound to accept the lowest or any Bid you may receive.

Name _____

In the capacity of _____

Signed _____

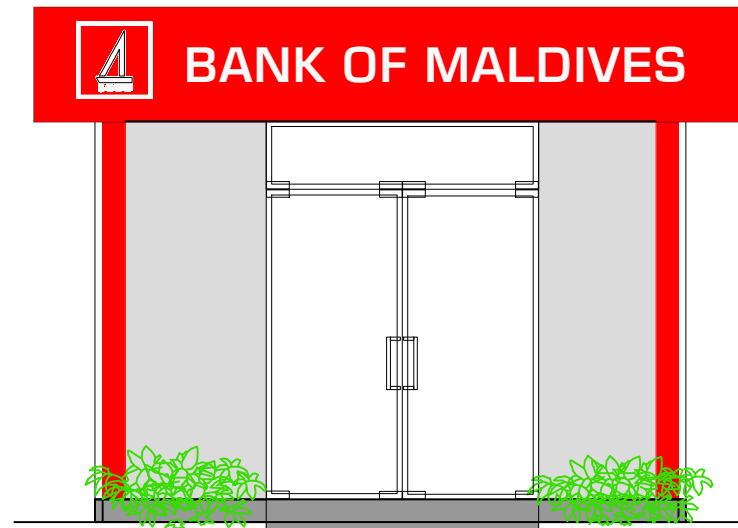
Duly authorized to sign the Bid for and on behalf of _____

Office / Company Seal (if applicable) _____

Date _____

If a bid is awarded on the basis of false information provided, the Bank has the right to disqualify the bidder. In review of this, Bank will be considering the past performance of the bidder in future bids of this nature.

BANK OF MALDIVES SELF SERVICE ATM BOOTH
N.MAAFARU
CONSTRUCTION DRAWINGS



FRONT ELEVATION

PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

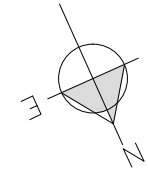
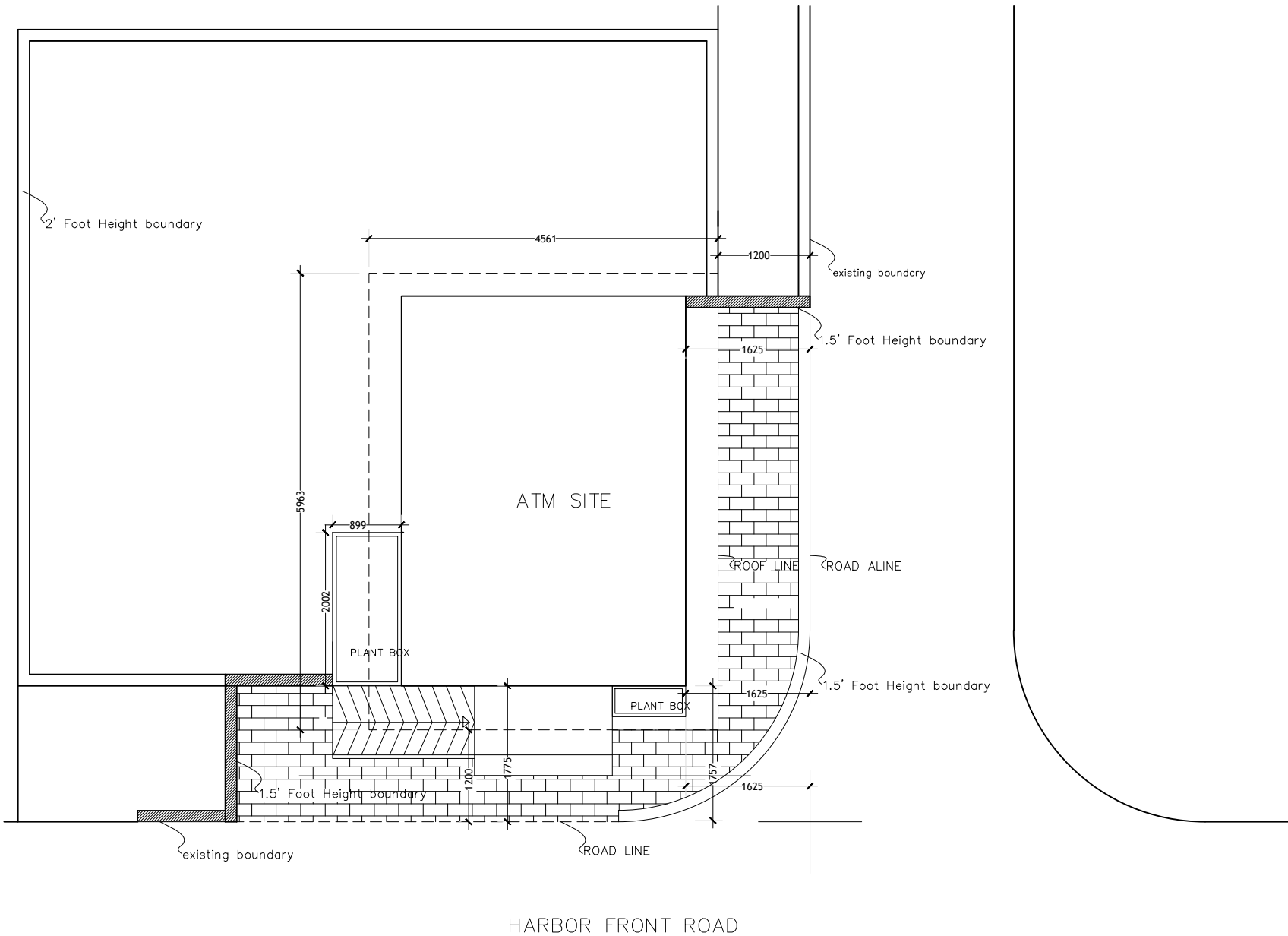
FRNT ELEVATION

CLIENT :

BML PLC

DESIGN BY	MY	
DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE		
PROJECT No		

IF IN DOUBT - ASK - DO NOT SCALE



PROJECT :

**BML ATM BOOTH
N.MAAFARU**

TITLE :

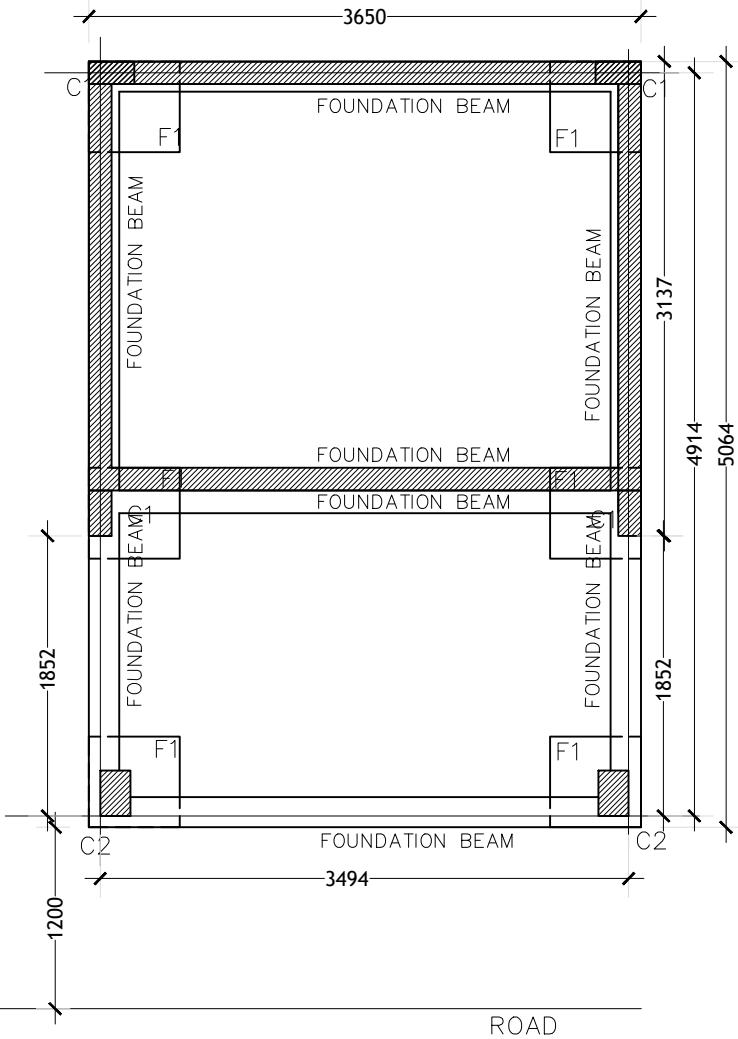
SITE PLAN

CLIENT :

BML PLC

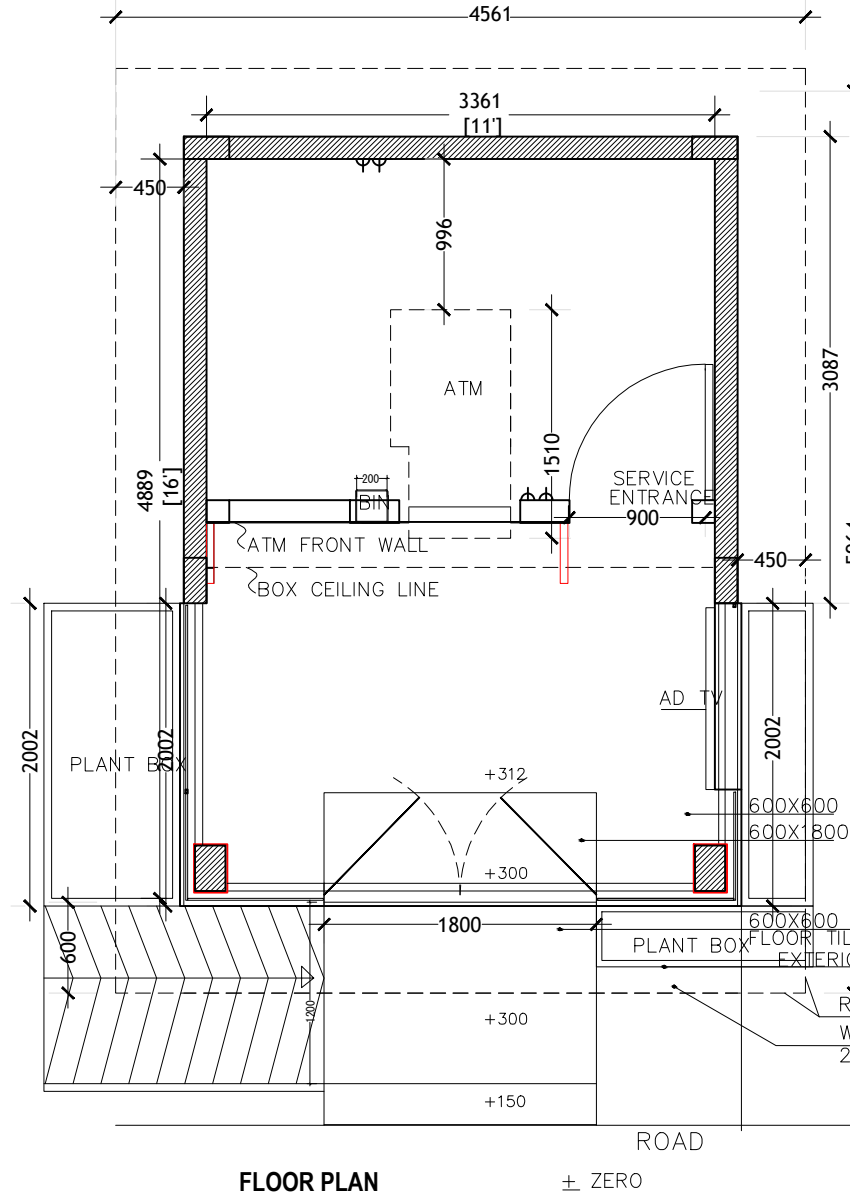
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DATE	JAN 2022	DWG No
SCALE		A-01/13
PROJECT No		

IF IN DOUBT - ASK - DO NOT SCALE



FOUNDATION PLAN
SCALE: 1:50

NOTE:
FOUNDATION DEPTH = 750MM FROM GROUND LVL



FLOOR PLAN
SCALE: 1:50

± ZERO

PROJECT :

BML ATM BOOTH
N.MAAFARU

600X600 PORCELAIN FLOOR TILES
600X1800 DOOR MAT 12MM DROP

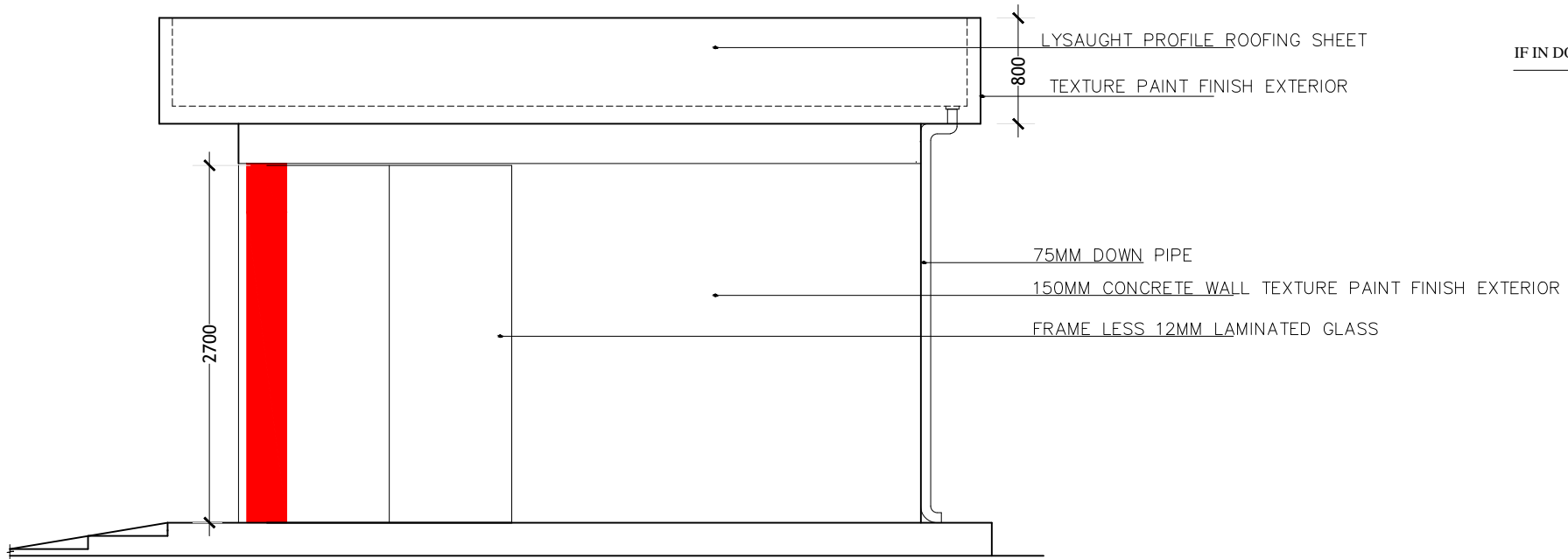
TITLE :

FLOOR PLAN
FOUNDATION PLAN

CLIENT :

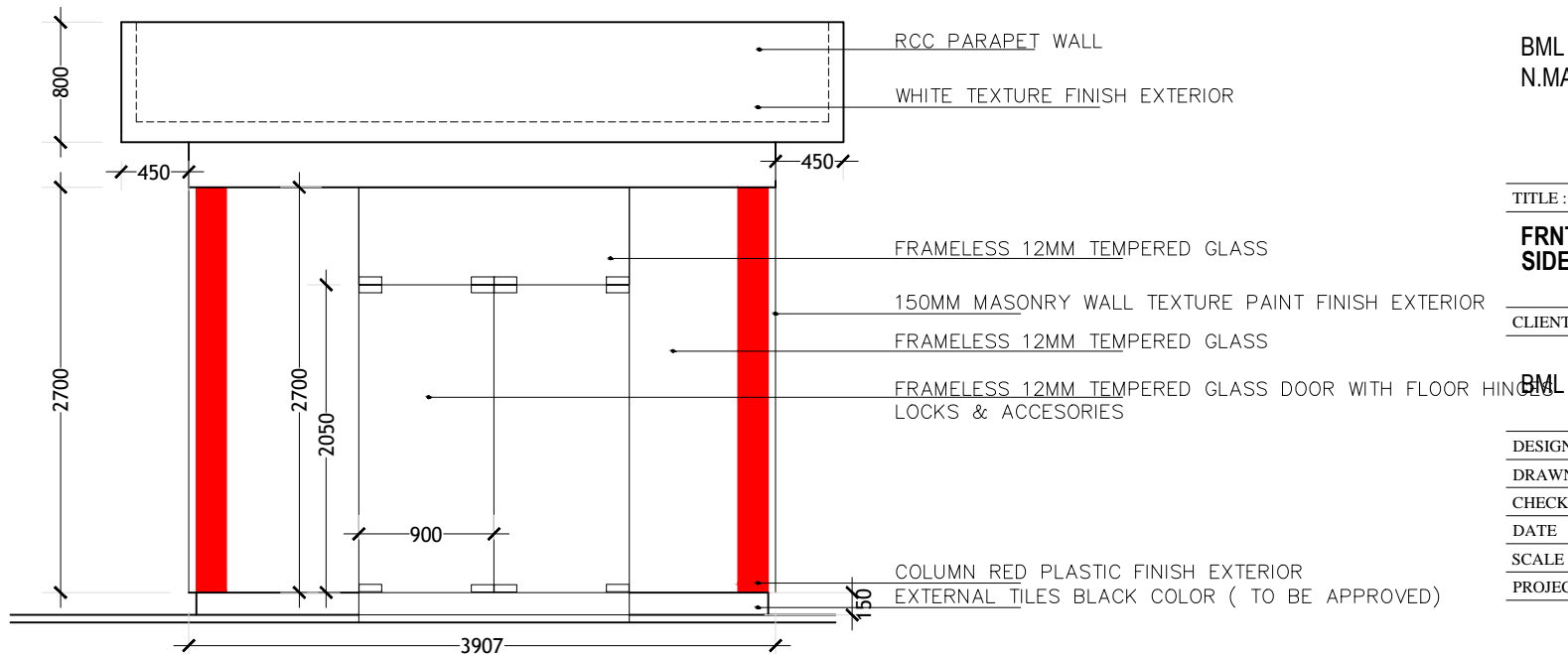
BML PLC

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DATE	JAN 2022	DWG No
SCALE	1:50	A-02/13
PROJECT No		



SIDE ELEVATION
SCALE: 1:50

IF IN DOUBT - ASK - DO NOT SCALE



FRONT ELEVATION
SCALE: 1:50

PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

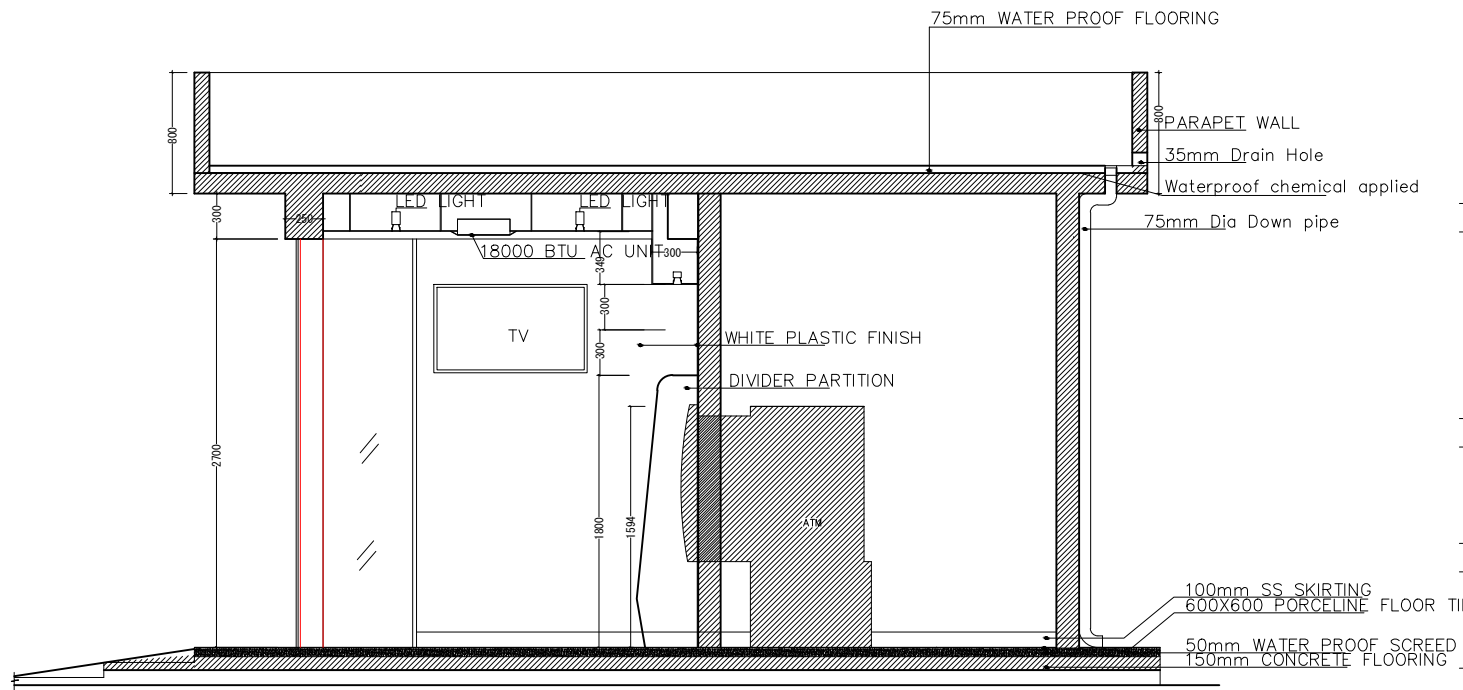
FRNT ELEVATION
SIDE ELEVATION

CLIENT :

BML PLC

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DATE	JAN 2022	DWG No
SCALE	1:50	A-03/13
PROJECT No		

IF IN DOUBT - ASK - DO NOT SCALE



SECTION -A
SCALE: 1:50

PROJECT :

BML ATM BOOTH
N.MAAFARU

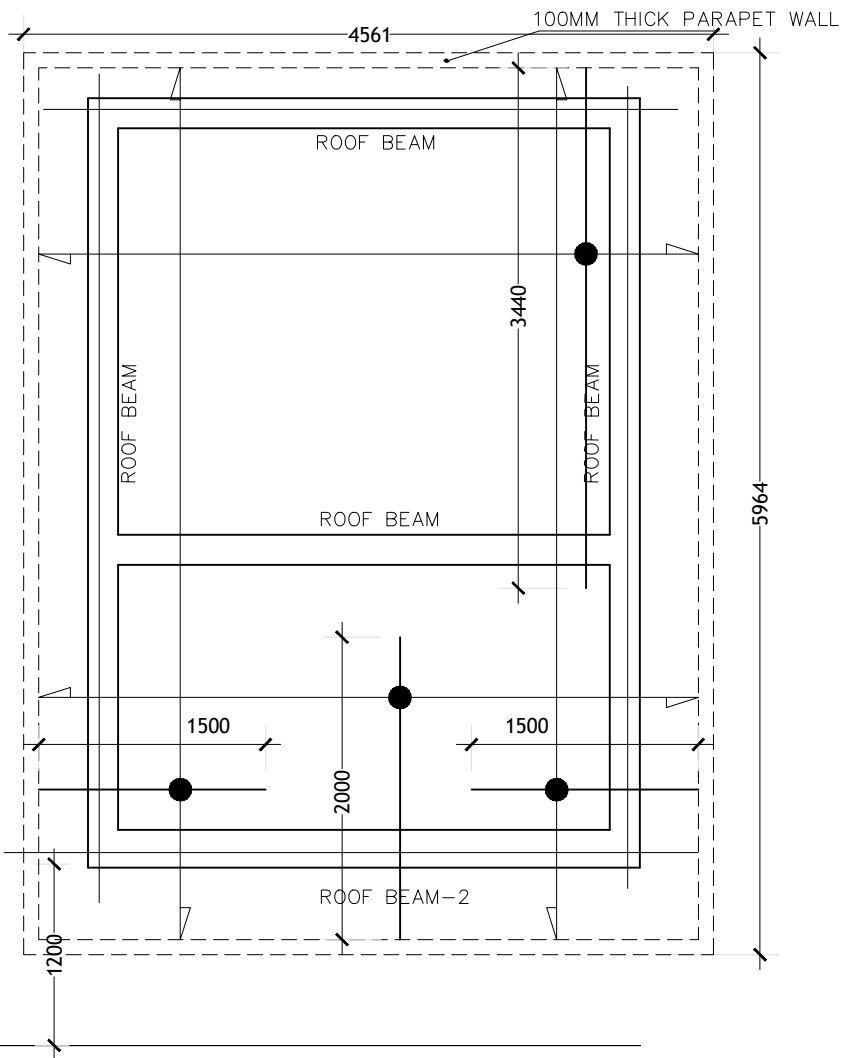
TITLE :

SECTION A

CLIENT :

BML PLC

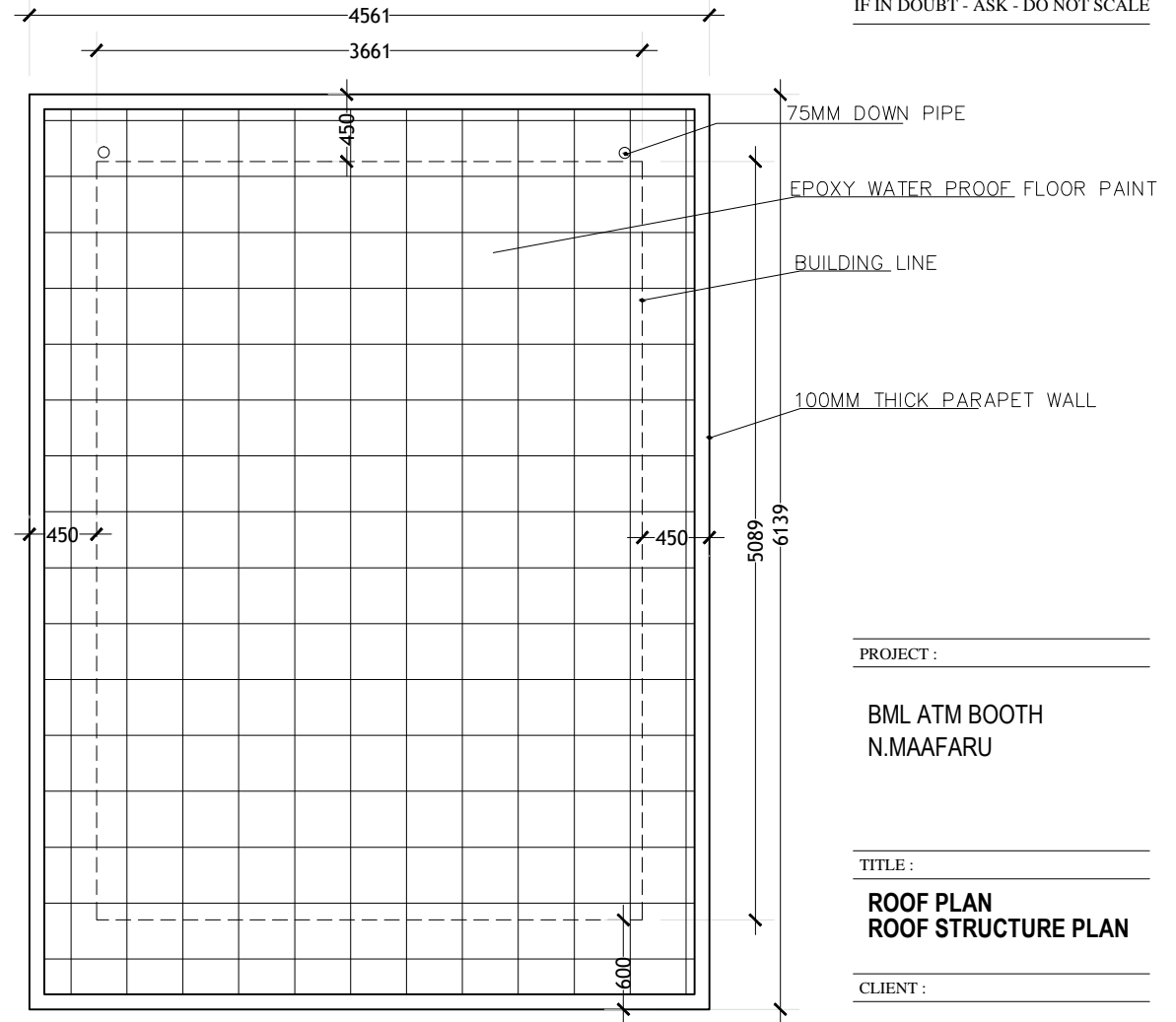
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DATE	JAN 2022	DWG No
SCALE	1:50	A- 04/13
PROJECT No		



ROOF REINFORCEMENT PLAN
SCALE: 1:50

NOTE

TOP REINFORCEMENT : T10@150 C/C BW (SHOWN)
 BOTTOM REINFORCEMENT : T10@150 C/C BW (NOT SHOWN)



IF IN DOUBT - ASK - DO NOT SCALE

ROOF PLAN
SCALE: 1:50

PROJECT :

BML ATM BOOTH
 N.MAAFARU

TITLE :

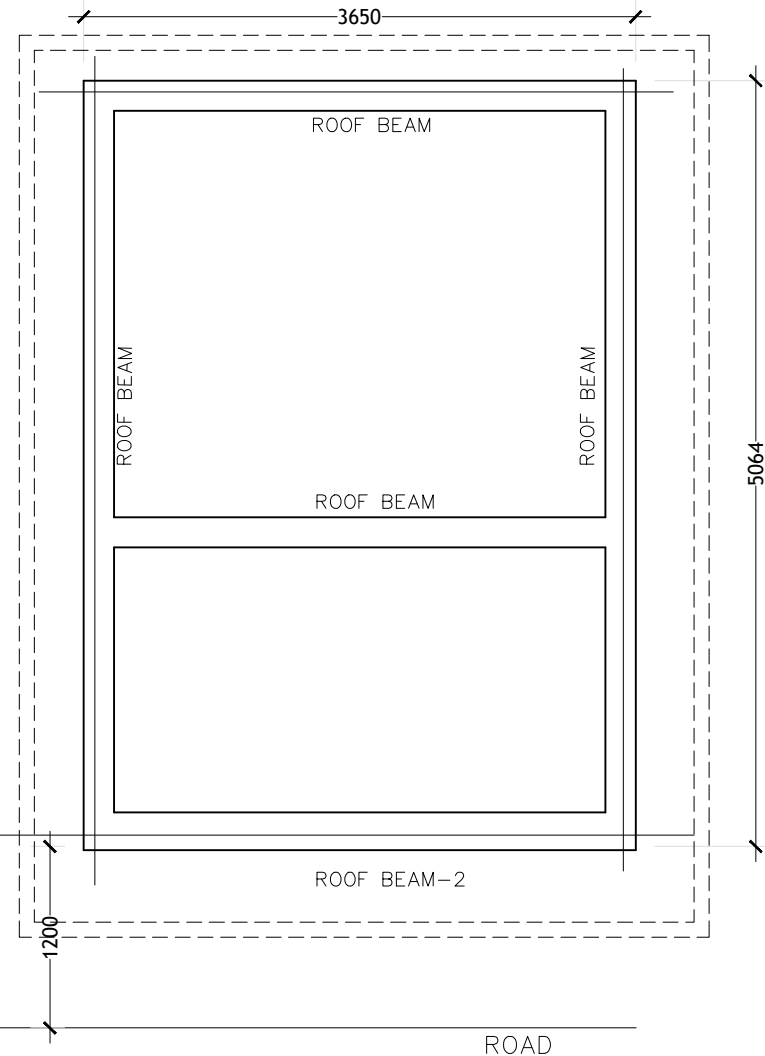
ROOF PLAN
ROOF STRUCTURE PLAN

CLIENT :

BML PLC

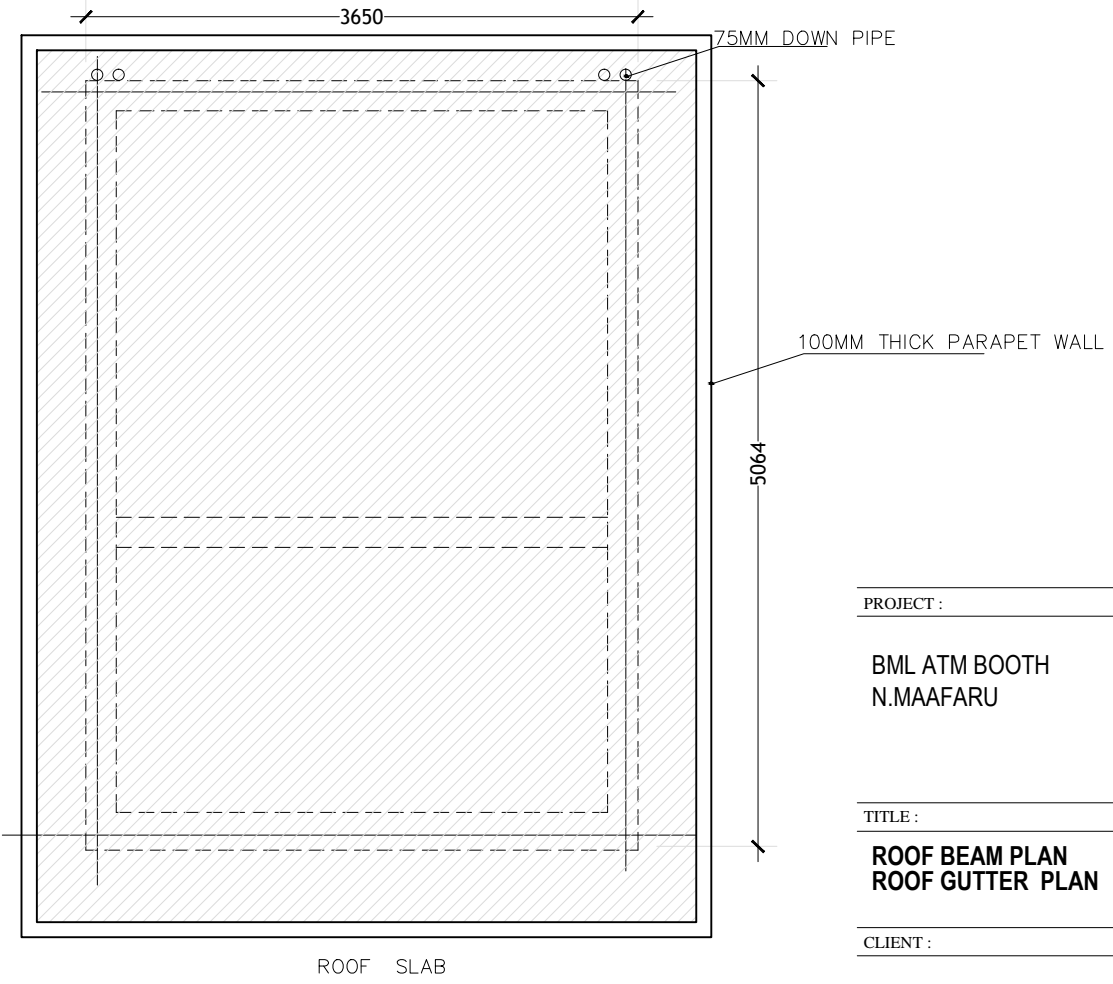
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SCALE	1:50	A-05/13
PROJECT No		

IF IN DOUBT - ASK - DO NOT SCALE



ROOF BEAM PLAN
SCALE: 1:50

NOTE:
GUTTER SLAB THICKNESS = 135MM



ROOF SLAB PLAN
SCALE: 1:50

PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

ROOF BEAM PLAN
ROOF GUTTER PLAN

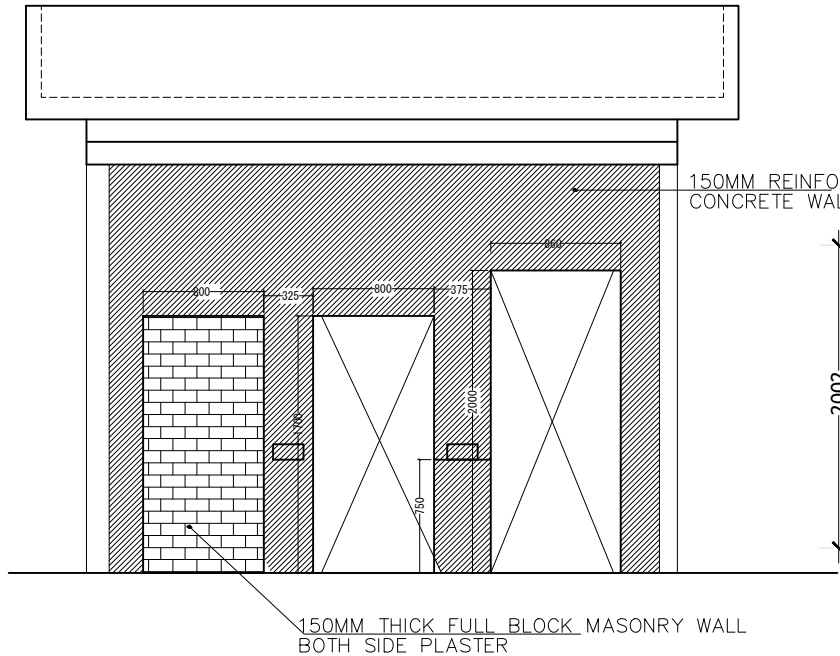
CLIENT :

BML PLC

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DATE	JAN 2022	DWG No
SCALE	1:50	A-06/13
PROJECT No		

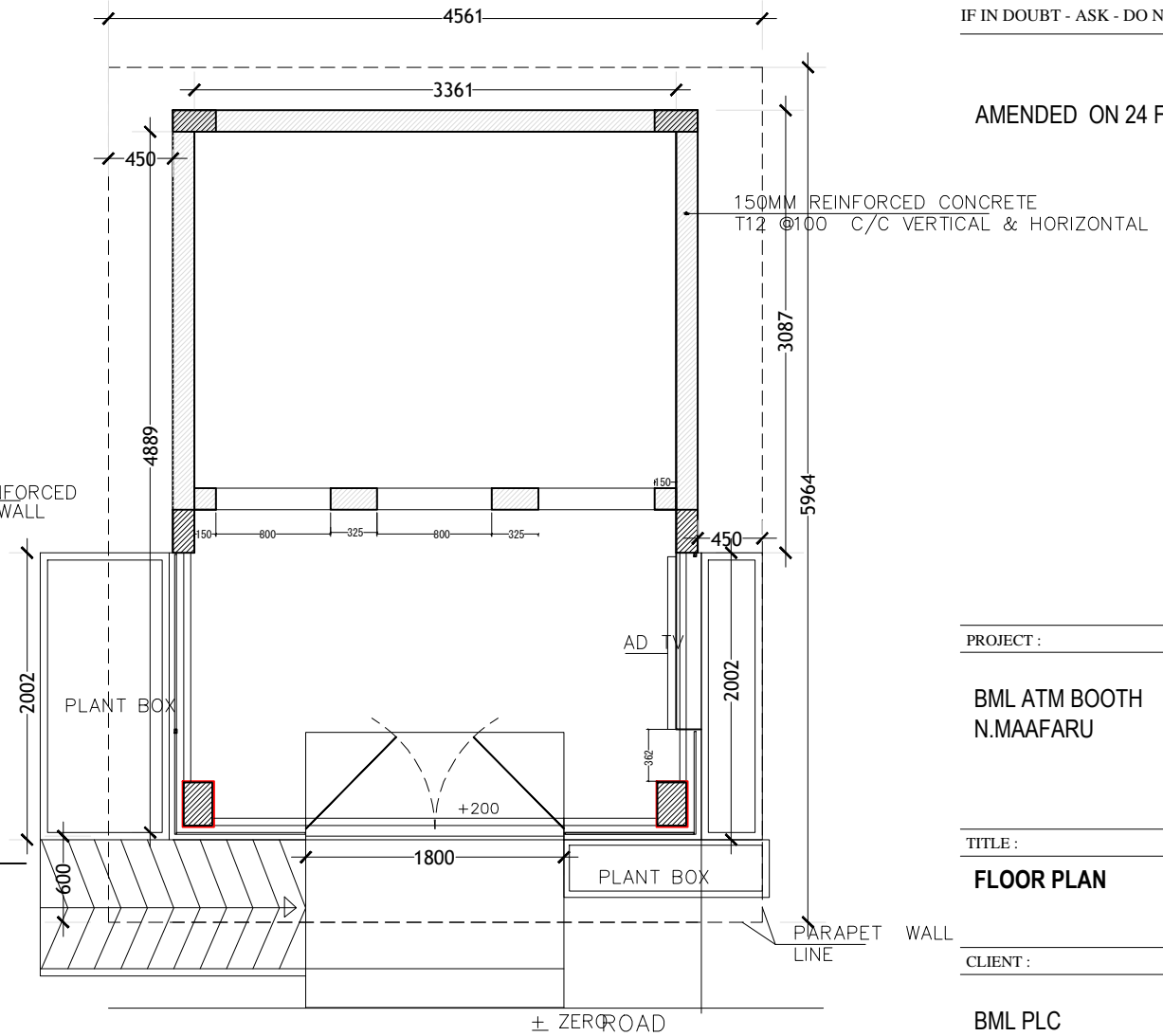
IF IN DOUBT - ASK - DO NOT SCALE

AMENDED ON 24 FEB 2019



ATM ROOM FRONT WALL
SCALE: 1:50

NOTE:
3 SIDE CONCRETE WALL
FRONT WALL AS PER THE ELEVATION SHOWN
TOP 150MM THICK CONCRETE 27.75 SQM
FLOOR 150MM THICK CONCRETE 18.75SQM



FLOOR PLAN
SCALE: 1:50

PROJECT :

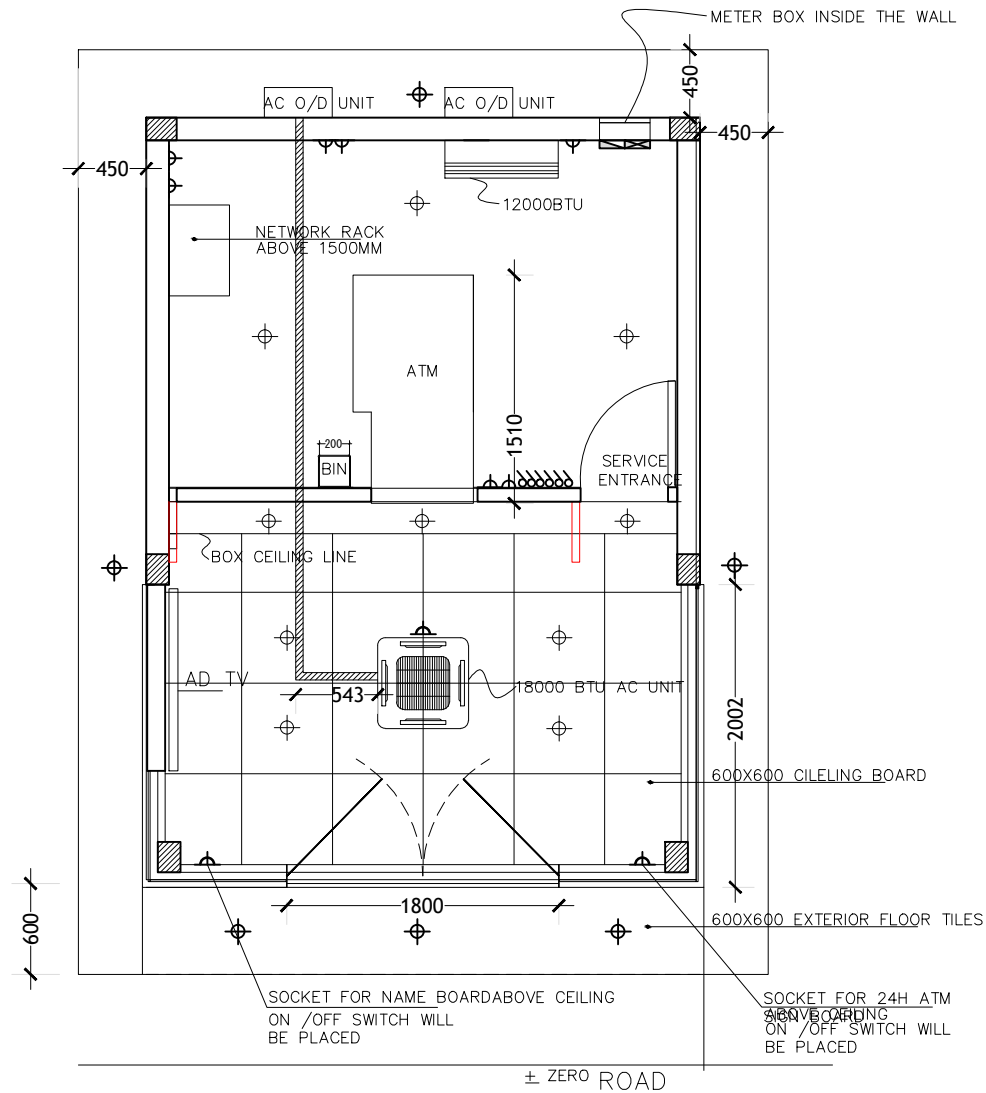
BML ATM BOOTH
N.MAAFARU

TITLE :
FLOOR PLAN

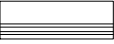







CLIENT :

BML PLC

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DATE	JAN 2022	DWG No
SCALE	1:50	A-07/13
PROJECT No		



FLOOR PLAN
SCALE: 1:50

-  SPLIT TYPE INVERTER AIR CONDITION
-  CEILING CASSETTE INVERTER AIR CONDITION
-  3PH HOUSE METER & DISTRIBUTION BOX
-  1LAAMUNG 16AMP SOCKETS
-  2LAAMUNG SOCKETS
-  CEILING SOCKETS
-  OUTDOOR LED LIGHT
-  CEILING RECESS LED LIGHT 15WATT

PROJECT :

BML ATM BOOTH
N.MAAFARU

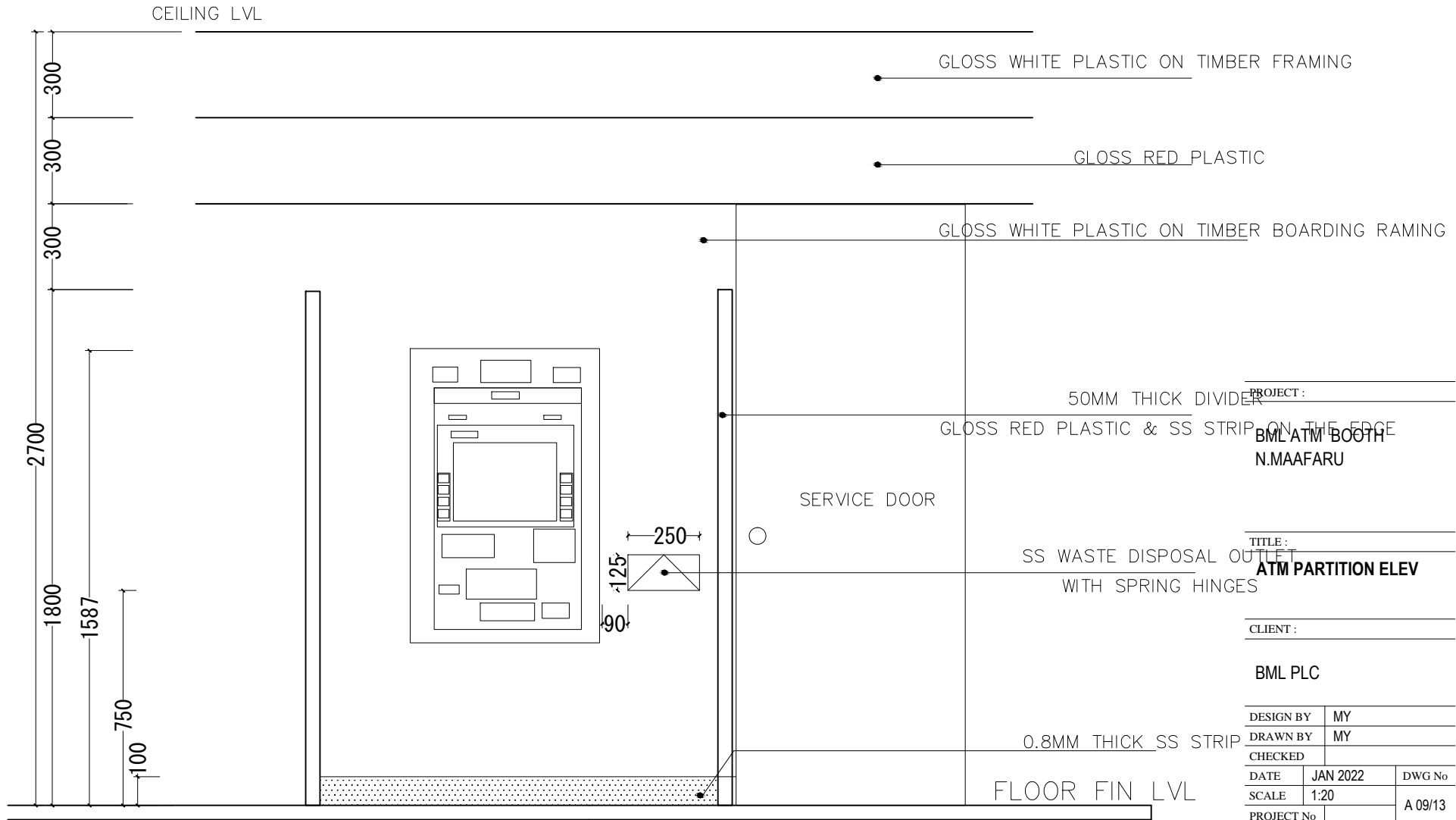
TITLE :

ELECTRICAL PLAN

CLIENT :

BML PLC

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DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE	1:50	A-08/13
PROJECT No		



PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

ATM PARTITION ELEV

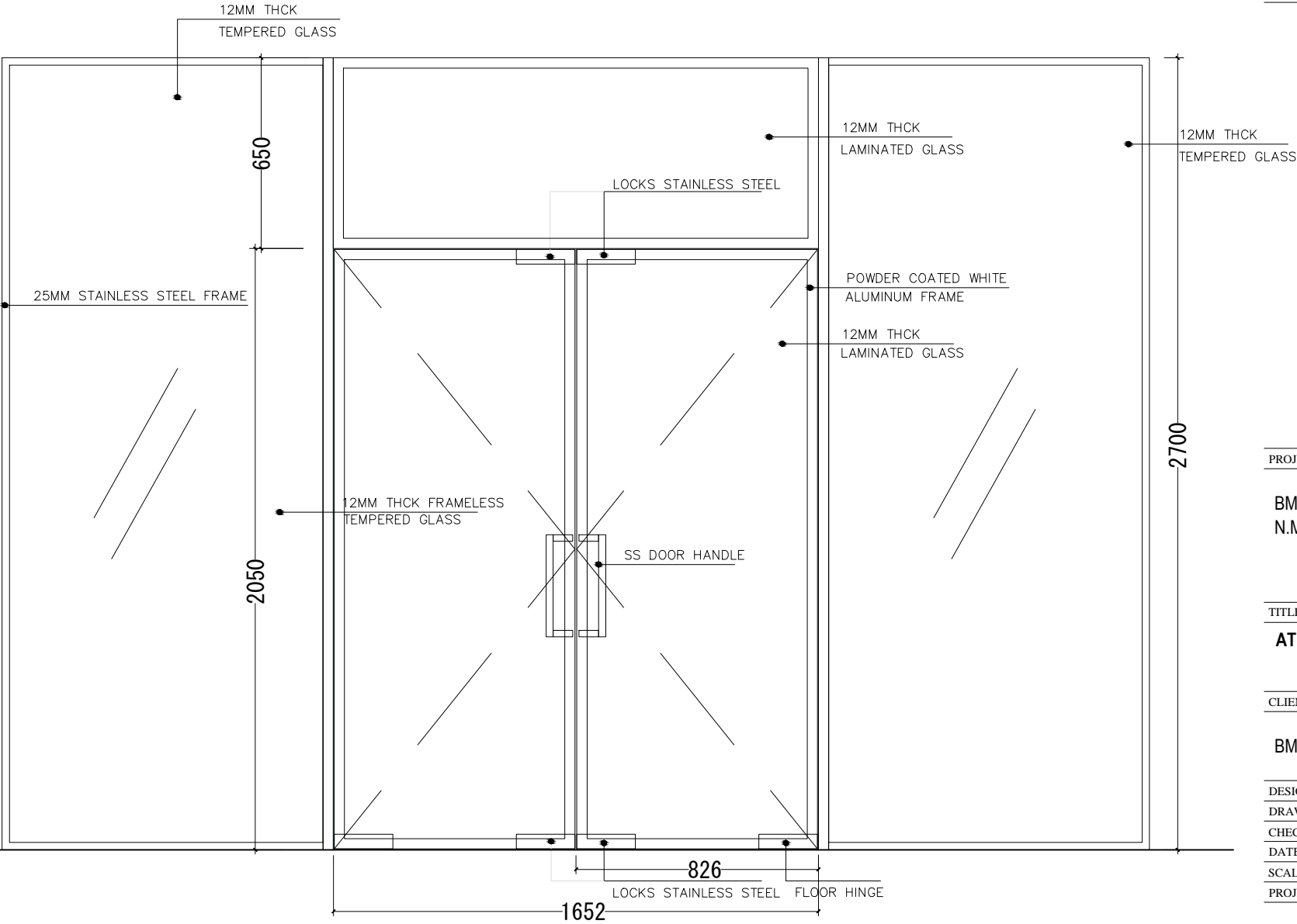
CLIENT :

BML PLC

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DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE	1:20	A 09/13
PROJECT No		

EVEVATION – E1
SCALE 1:20

IF IN DOUBT - ASK - DO NOT SCALE



PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

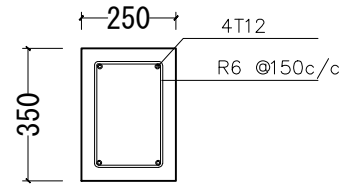
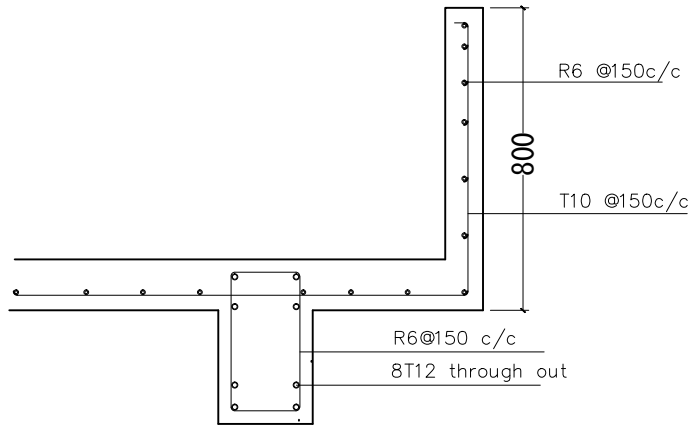
ATM PARTITION ELEV

CLIENT :

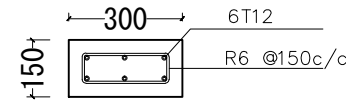
BML PLC

DESIGN BY	MY	DWG No
DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	
SCALE	1:20	A 10/13
PROJECT No		

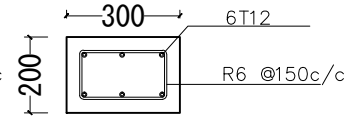
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FOUNDATION BEAM

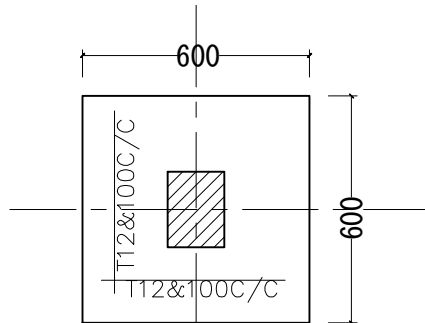


COLUMN (C -1)



COLUMN (C -2)

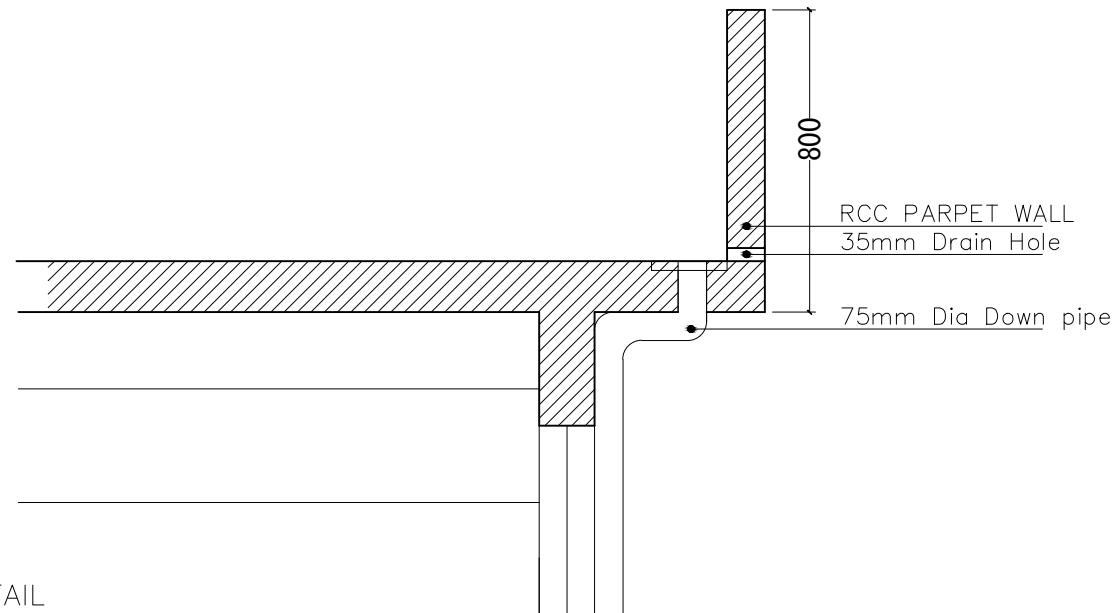
ROOF BEAM & GUTTER



F1

600x600x350 mm

STRUCTURAL DETAIL



PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

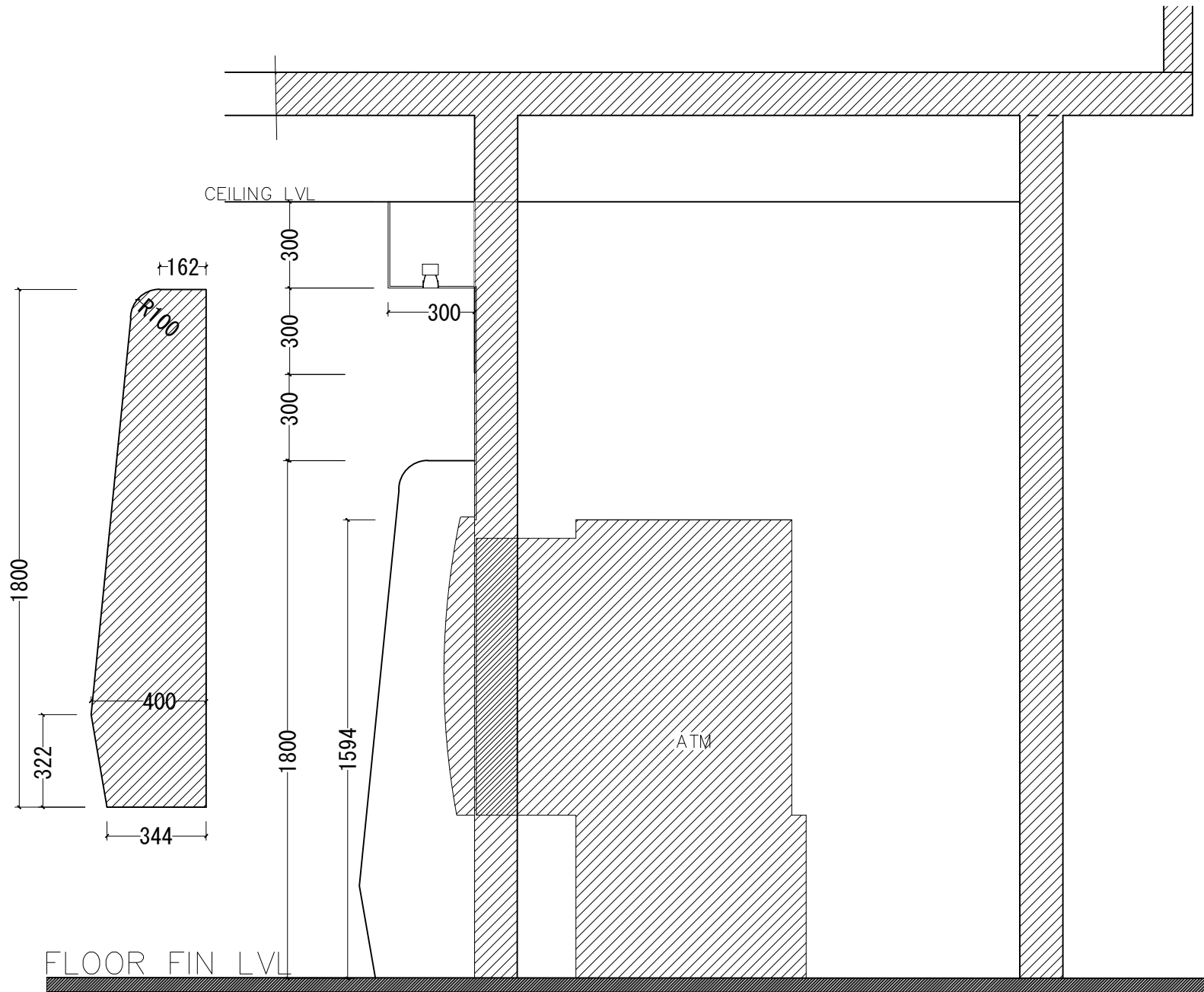
STRUCTURAL DETAILS

CLIENT :

BML PLC

DESIGN BY	MY	
DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE	1:20	A 11/13
PROJECT No		

IF IN DOUBT - ASK - DO NOT SCALE



PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

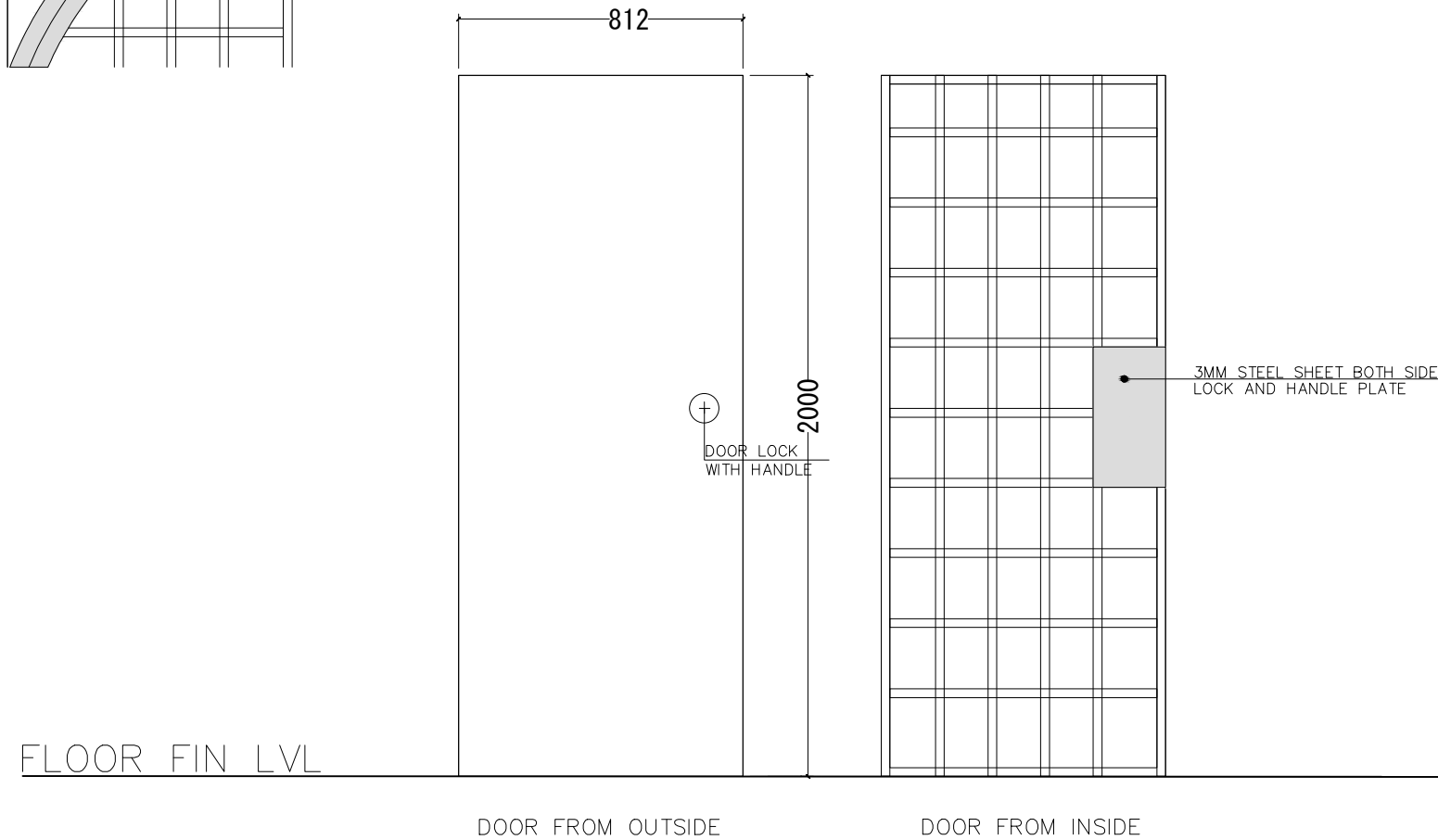
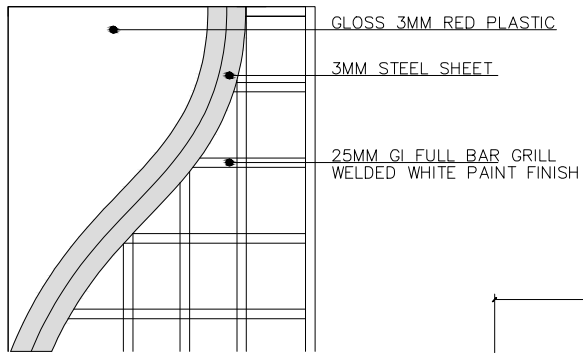
ATM PARTITION ELEV

CLIENT :

BML PLC

DESIGN BY	MY	
DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE	1:20	A 12/13
PROJECT No		

EVEVATION - E2
SCALE 1:20



PROJECT :

BML ATM BOOTH
N.MAAFARU

TITLE :

ATM PARTITION ELEV

CLIENT :

BML PLC

DESIGN BY	MY	
DRAWN BY	MY	
CHECKED		
DATE	JAN 2022	DWG No
SCALE	1:20	A 13/13
PROJECT No		