

**1. General**

Fuel Supplies Maldives Pvt. Ltd invites interested parties to submit sealed bids for providing consultancy services as per this invitation to bid and terms of reference. The TOR is attached with these instructions.

**2. Scope of Work**

Consulting service for construction of a Fuel Shed at Male' Industrial Village as per the TOR.

**3. Cost of Bidding**

Bidder shall bear all costs associated with the preparation and submission of their bid, and FSM will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**4. Bidder Eligibility**

All locally registered companies, local investments, limited liability partnerships (LLPs) are eligible to submit bids.

**5. Alternative Offers**

Each bidder shall submit only one bid. A bidder who submits or participates in more than one or failure to provide any of the supporting documents will not be qualified.

**6. Bid Currencies**

All the prices shall be in Maldivian Rufiyaa (MVR).

**7. Payment Terms**

The cost of documents preparation will be paid after the submission and approval of the documents.

The consultancy fee will be paid starting from the project implementation stage. i.e when the construction phase is started.

Additionally, if the project gets halted during the construction phase, the constant will be paid on the pro rata basis. FSM will issue a written notification if the project/ work gets halted.

**8. Minor Errors and Omissions**

FSM will determine whether each bid is generally complete and is substantially compliant to the tender document. For this determination, a substantial compliant bid is one that conforms to all

the terms, conditions, and specifications of the tender document without any material deviations, objections, or reservation.

Provided that the bid is substantially compliant, FSM will waive such errors and omissions on the following basis.

Arithmetical errors, if any, will be rectified on the following basis:

- 1) If there is a discrepancy between words and figures, the former shall prevail.
- 2) If there is a discrepancy between unit price and line-item total, the unit price shall prevail, and the line-item total shall be corrected.
- 3) If there is an error in the total corresponding to addition or subtraction of the subtotals, the subtotals shall prevail, and the total shall be corrected.
- 4) If the amount expressed in words is related to an arithmetic error in 2 and 3, the corrected amount in figures shall prevail.

## 9. Documents Comprising the Bid

All bidders are required to submit supporting documents mentioned in TOR

## 10. Evaluation of The Bids

As per TOR, FSM intends to evaluate the proposals generally in accordance with the criteria itemized below.

Criteria	Marks
Project Cost (Preparation of Employers requirements and Tender documents – As per Annex I)	30
Duration (Preparation of Employers requirements and Tender documents – As per Annex I)	20
Project Consultancy Fee (Monthly)	30
Experience	20
<b>Total</b>	<b>100</b>

## 11. Bid Validity Period

You are requested to hold your proposal valid for (45) forty-five days from the date of submission, during which time you will maintain the proposals, without changing any proposed fees for the project. FSM will make its best to select the successful bidder within this period.

## 12. Bid Security

The Bidder shall furnish as part of its bid, a Bid Security, of MVR 10,000.00 as a bid security valid for 90 days from the date of opening of the bids. (Annex 4)

## 13. Registration

All interested parties to participate in this tender shall register via email ([tenders@fsm.mv](mailto:tenders@fsm.mv)) before 12:00 PM, Tuesday, 04<sup>th</sup> of October 2022.

Your registration email shall consist below information

**Tender Name & Ref Number:**

**Company Name:**

**Contact Name and Number:**

## 14. Submission queries

Bidders may request any further clarification via email ([tenders@fsm.mv](mailto:tenders@fsm.mv)) before 2:00 PM, 06<sup>th</sup> October 2022.

## 15. Bid Submission

All proposals are expected to be delivered to below address on 16<sup>th</sup> October 2022, 11:00 AM in a sealed envelope marked the below subject matter.

<p style="text-align: center;"><b>Bid Proposal</b></p> <p style="text-align: center;"><b>Consulting Service for Construction of a Fuel Shed at Male' Industrial Village</b></p> <p style="text-align: center;">Date: 16<sup>th</sup> October 2022, 11:00 AM</p> <p style="text-align: center;"><b>Fuel Supplies Maldives Pvt. Ltd</b> 6<sup>th</sup> Floor   FSM Building Boduthakurufaanu Magu   Male' 20-05   Republic of Maldives Tel: 3336655, Fax: 3313881</p>
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## 16. Bid Opening

Bids will be opened in the presence of bidders or their representative who choose to attend bid opening on 16<sup>th</sup> October 2022, 11:00 AM at the address above. Any change to this date shall be informed via e-mail to representatives who had registered to participate in this tender.

**17. Clarification of the Bids**

FSM may request, in writing, bidders for any explanation at any time during the bid evaluation process. Such requests and subsequent responses shall not include any changes to bid except for confirmation of arithmetic errors.

FSM may use Bidders responses for further evaluations, but it is not obligated to take that information into account.

**18. Other Instructions**

FSM is not bound to take any proposals and do reserve the right to dismiss all applications if found necessary.