

2. BID DATA

NOTE: *The following specific data for the Works to be procured shall complement, amend, or supplement the provisions in the Instructions to Bidders.*

Whenever there is a conflict, the provisions herein shall prevail over those in the Instructions to Bidders.

2.1	<p>Bid Title.</p> <p>Cleaning Services for TATA Flat, CentroO Mall and Warehouse Shell - 2019</p>
2.2	<p>Name and address of the Employer:</p> <p>Housing Development Corporation Ltd. Ground Floor, HDC Building Hulhumale', Maldives</p>
2.3	<p>Contact Details for Further information:</p> <p>Procurement Section Housing Development Corporation Ltd. HDC Building Hulhumale', Maldives Tel: (960) 335 5144, (960) 335 5193 E-mail: tenders@hdc.com.mv</p>
2.4	<p>Period of Delivery/ Contract period:</p> <p><i>Cleaning services shall be provided for 9 Calendar Months.</i></p>
2.5	<p>Penalty for delays:</p> <p>HDC reserves the right to cancel the Bid, if the contractor fails to provide the service for more than 1 day within the contract period or if the work does not meet the requirement or if the work is not up to a satisfactory level.</p>
2.6	<p>Bid language:</p> <p>English</p>
2.7	<p>Bid Currency:</p> <p>All prices are to be quoted in Maldivian Rufiyaa (MVR)</p>
2.8	<p>Period of bid validity:</p> <p>60 Calendar days from the date of bid submission</p>

2.9	<p>Amount of Bid Security:</p> <p>Bid security of this project is MVR 10,000.00 (Maldivian Rufiyaa Ten Thousand) in the form of a Guarantee from a reputable bank or a financial institute selected by the bidder and acceptable to the Employer.</p> <p>Bid security shall remain valid for the period stated in clause 4.13.1 of part 4: General of the bid document</p> <p>For the successful bidder, the Guarantee shall be returned after signing of contract and submission of performance security.</p>
2.10	<p>Pre-Bid meeting and Site Visit:</p> <p>A pre-bid meeting will be held as follows. Bidders who do not attend the pre-bid meeting will not be allowed to submit bids.</p> <p style="text-align: center;">Venue: Housing Development Corporation Ltd. 3rd Floor, HDC Building, Hulhumalé, Maldives.</p> <p style="text-align: center;">Date & Time: 7th March 2019, 14:00 hrs.</p>
2.11	<p>Number of copies of the bid to be completed and returned:</p> <p>One Copy</p>
2.12	<p>Employer's address for the purpose of bid submission:</p> <p style="text-align: center;">Housing Development Corporation Ltd. Ground Floor, HDC Building Hulhumalé, Maldives</p>
2.13	<p>Deadline for Clarification of Bidding Documents</p> <p>The bidders can send written queries via email to tenders@hdc.com.mv before 14:00hrs, 10th March 2019</p>
2.14	<p>Deadline for submission of bids.</p> <p>The bidder must submit the bid at 14:00hrs, 14th March 2019 at the following location:</p> <p style="text-align: center;">Housing Development Corporation Ltd. Ground Floor, HDC building, Hulhumalé, Republic of Maldives</p>

	The bidder's representatives who are present shall sign a register evidencing their attendance.
2.15	<p>Venue, time, and date of bid opening.</p> <p style="text-align: center;">Venue: Housing Development Corporation Ltd. Ground Floor, HDC building, Hulhumalé, Republic of Maldives</p> <p style="text-align: center;">Date: 14th March 2019 Time: 14:00 hrs.</p> <p>The bidder's representatives who are present shall sign a register evidencing their attendance.</p>
2.16	<p>Standard form and amount of PERFORMANCE SECURITY acceptable to the Employer.</p> <p>Performance security of this project is MVR 10,000.00 (Maldivian Rufiyaa Ten Thousand) in the form of a Guarantee from a reputable bank or a financial institute selected by the bidder and acceptable to the Employer for the whole of the contract period.</p>
2.17	<p>Contract Type and Payment Terms:</p> <p>Service Provider may submit One Invoice Per Month.</p> <p>Payments shall be made within 14 days from the date of receipt of goods/services and receipt of Invoices.</p> <p>No advance payments shall be made.</p>
2.18	<p>Bid Evaluation and Awarding Method</p> <ul style="list-style-type: none"> • Items will be evaluated and awarded collectively
2.19	<p>Eligibility:</p> <ol style="list-style-type: none"> 1) The Company should have been in operation since at least 1 (One) year prior to the date of Bid Submission. 2) The above must be supported by submission of the following documentation. Failure to do so WILL render the Bidder ineligible and lead to <u>disqualification of the bid.</u> <ol style="list-style-type: none"> (i) Copy of Company Registration Certificate. (ii) Company profile / work profile (iii) GST Registration certificates (if applicable).

	Late submission of any of the above mentioned documents will not be entertained.								
2.20	<p>Time period and maximum value of sales considered for awarding points for Experience.</p> <p>Minimum Time period Considered: [01 year]</p> <p>Minimum Limit of accumulated sales value of similar supplies within the above time period: MVR 300,000.00</p> <p>Maximum Time period considered: [03 Years]</p> <p>Maximum limit of accumulated sales value of similar supplies within the above time period: MVR 1,000,000.00</p>								
2.21	<p>Bid Evaluation Criteria</p> <table border="1"> <thead> <tr> <th>Criteria</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Price</td> <td>70</td> </tr> <tr> <td>Experience</td> <td>30</td> </tr> <tr> <td>Total</td> <td>100%</td> </tr> </tbody> </table>	Criteria	Percentage	Price	70	Experience	30	Total	100%
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2.22	<p>Delivery Address</p> <p>Housing Development Corporation Ltd. Ground Floor, HDC building, Hulhumalé, Republic of Maldives</p>								