بسم الله الرحمن الرحيم

HOUSING DEVELOPMENT CORPORATION

## Letter of Invitation to Tender

Date:20th June 2022
Invitation of Tender No: HDC (161)-PWM/IU/2022/275

1. Housing Development Corporation Limited invites sealed tenders from eligible bidders for "Providing Cleaning Services to HDC's Worksites" (hereinafter called the "Works" or "Project") as per the scope given by the Employer.

2. All parties who have registered in Maldives are eligible to submit the proposal for this tender.

3. Tenderers shall declare all Conflict(s) of Interests to any HDC employee/HDC Board of Directors/any vendor, financial, non-financial or otherwise.

4. Tenderers shall register as a vendor prior to the bid submission date stated below in clause 10 via the "Vendors" tab in the portal.

5. A complete set of the tender documents may be obtained by the interested Tenderers from HDC's portal link: https://bids.hdc.com.mv

6. Tenders must be uploaded to the portal prior to the deadline mentioned below in Clause 10. It is recommended to encrypt the tender document when uploading the file. If the bid is encrypted, the bidder shall share the password during the bid opening stage. Failure to share the password during the bid opening stage will render in disqualification of the bid.

7. A representative for each bidder shall attend the bid opening session. Failure to attend the bid opening session will render disqualification of the bid.

8. Original bid security must be submitted to the office mentioned below in clause 10, not later than the bid submission deadline.

9. Tenders will be opened in a session to be held at the office mentioned below in Clause 10, and in the presence of representatives of tenderers who attends the opening stage. This session will take place at the time and date tabulated in Clause 10 of this section or such other time and date as may be notified to the tenderers.

10. Dates and timing for the tender process.

| ACTIVITY | TIME & DATE | VENUE |
|---|---|---|
| Deadline for written inquiry by potential bidders: | 12:00hrs, 26th June 2022 | Queries shall be raised via the portal https://bids.hdc.com.mv<br>Clarification of the inquiries will be published at: https://bids.hdc.com.mv |
| Deadline for Bid submission | 11:00hrs, 03rd July 2022 | Bids shall be submitted Via the portal https://bids.hdc.com.mv |
| Deadline for Bid opening | 11:00hrs, 03rd July 2022 | Housing Development Corporation Ltd., Reception, Ground Floor, HDC Building, Hulhumalé' |

Yours Sincerely,

Ali Ibrahim
**Deputy Director**
**Housing Development Corporation Ltd. (Employer)**

C-793/2008
HOUSING DEVELOPMENT CORPORATION LTD.