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| Section 2: Bid Data Sheet | |
| **A. General** | |
| **ITB 1.1** | The number of the Invitation for Bids (IFB) is: (IUL)13-K/13/2023/328  Procurement No: TES/2023/G-017 |
| **ITB 1.1** | The Purchaser is: Ministry of Health |
| **ITB 1.1** | The name of the open competitive bidding (OCB) is: Supply and installation of new servers and procurement of 30 kva UPS for server room  The identification numberof the OCB is: IT01  The number and identification of lots comprising this OCB is: NA |
| **ITB 2.1** | The Recipient is: Republic of Maldives |
| **ITB 2.1** | The name of the Project is: Responsive COVID-19 Vaccination for Recovery Project under the Asia Pacific Vaccine Access Facility |
| **B. Contents of Bidding Document** | |
| **ITB 7.1** | For **clarification purposes** only, the Purchaser’s address is:  Clarifications are to be in ***writing only***. No phone calls will be accepted   |  |  | | --- | --- | | **Attention:** | Ms. Fathimath Rishfa Ahmed | |  | Chief Procurement Executive | | **Address:** | National Tender | |  | Ministry of Finance, Ameenee Magu | | **City:** | Male’ | | **ZIP Code:** | 20379 | | **Country:** | Maldives   |  |  | | --- | --- | | Email: | [mohamed.mafaaz@finance.gov.mv](mailto:mohamed.mafaaz@finance.gov.mv) | | Cc to: | [tender@finance.gov.mv](mailto:tender@finance.gov.mv) | |   Requests for clarification should be received by the Employer **no later than: 07 days** **before** deadline of submission. |
| **C. Preparation of Bids** | |
| **ITB 10.1** | The language of the Bid is: English |
| **ITB 11.1 (i)** | The Bidder shall submit with its Bid the following additional documents:   1. English Translation of the Company Registration Certificate 2. Tax Registration Certificate 3. Copy of tax certicate of foreign companies who are already engaged in any work in Maldives, or have re-registered their entity in the Maldives, or have incorporated a company in Maldives, and eligible to pay local taxes under tax regulations of the Maldives. Winning bidder shall be eligible to pay local taxes under tax regulations of the Maldives. For more information please visit: <https://www.mira.gov.mv/> 4. Soft copy of the bid in pdf version.   Note: Prior to bid submission, international bidders are advised to seek all applicable foreign investment registration requirements of Maldives which may be required during contract award stage. For more information please visit: <http://www.trade.gov.mv/>  The Purchaser may request submission of documents after the bid opening, if the Bidder fails to submit them with its bid. |
| **ITB 12.2** | The units and rates in figures entered into the Price Schedules should be typewritten or if written by hand, must be in print form. Price Schedules not presented accordingly may be considered nonresponsive. |
| **ITB 13.1** | Alternative Bidsshall not be permitted. |
| **ITB 14.5** | The Incoterms edition is: Incoterms 2020 |
| ITB 14.6 (b) (i) | For Goods offered from outside the Purchaser’s country, the Bidder shall quote prices using the following Incoterms: 2020 DAP |
| ITB 14.6 (b) (ii) | In addition to the above, the Bidder shall quote prices for Goods offered from outside the Purchaser’s country using the following Incoterms: 2020 DAP |
| **ITB 14.7** | The prices quoted by the Bidder shall NOT be adjustable. |
| **ITB 14.8** | Not Applicable. |
| **ITB 19.2** | The Bidder shall include with its bid the Manufacturer’s Authorization for the following item(s):  1) Servers and 30 kva UPS |
| **ITB 19.3** | The Bidder is not required to include with its bid, evidence that it will be represented by an Agent in the Purchaser’s country. |
| **ITB 20.1** | The bid validity period shall be one hundred fifty (150) days. |
| **ITB 21.1** | The Bidder shall furnish a bid security in the amount of MVR 65,000.00 |
| **ITB 21.2** | The ineligibility period will be: Not Applicable |
| **ITB 21.3** | A Bid Security **shall be** required.  The bid security shall be in any of the following forms:   * + 1. an unconditional guarantee in hard copy issued by a bank, or financial institution such as an insurance, bonding or surety company or     2. a cashier’s or certified check.   All from a reputable source from an eligible country as described in Section 5 (Eligible Countries). In the case of a bank guarantee, the bid security shall be submitted using the Bid Security Form included in Section 4 (Bidding Forms). The form must include the complete name of the Bidder. The bid security shall be valid for 28 days beyond the original validity period of the bid, or beyond any period of extension if requested under ITB 20.2.  Bid Security in the form of SWIFT message MT760 will not be accepted. |
| **ITB 21.4** | Subject to the succeeding sentences, any bid not accompanied by an irrevocable and callable bid security shall be rejected by the Purchaser as nonresponsive. If a Bidder submits a bid security that (i) deviates in form, amount, and/or period of validity, or (ii) does not provide sufficient identification of the Bidder (including, without limitation, failure to indicate the name of the Joint Venture or, where the Joint Venture has not yet been constituted, the names of all future Joint Venture Partners), the Purchaser shall request the Bidder to submit a compliant bid security within 14 days of receiving such a request. Failure to provide a compliant bid security within the prescribed period of receiving such a request shall cause the rejection of the Bid. |
| **ITB 22.1** | In addition to the original Bid, the number of copies is:  One Authentic Hard Copy (stamped), and  One Authentic Soft Copy (stamped and scanned)  The Purchaser may request submission of Authentic Soft Copy of these documents after the bid opening, if the bidder fails to submit them with its bid.  **Note:** The Bidder is advised only an original Bid Submission Sheet signed in ink by the authorized representative will be accepted – Photocopies are not acceptable nor are digital signature. |
| **ITB 22.2** | The written confirmation of Authorization to sign on behalf of the Bidder shall consist of: An organizational document, board resolution or its equivalent, or power of attorney specifying the representative’s authority to sign the Bid on behalf of, and to legally bind, the Bidder. If the Bidder is an intended or an existing Joint Venture, the power of attorney should be signed by all partners and specify the authority of the named representative of the Joint Venture to sign on behalf of, and legally bind, the intended or existing Joint Venture. If the Joint Venture has not yet been formed, also include evidence from all proposed Joint Venture partners of their intent to enter into a Joint Venture in the event of a contract award in accordance with ITB 16.1 (b) |
| **ITB 22.2** | The Bidder shall submit an acceptable authorization within fourteen (14) days. |
| **D. Submission and Opening of Bids** | |
| **ITB 23.1** | Bidders shall submit their Bids by mail or by hand. |
| **ITB 23.1 (b)** | Electronic bidding submission procedures shall be: Not Applicable |
| **ITB 23.2 (c)** | The additional identification marks are: Supply and installation of new servers and procurement of 30 kva UPS / Project No: TES/2023/G-017 |
| **ITB 24.1** | For **bid submission purposes** only, the Purchaser’s address is:  **Attention:** Ms. Fathimath Rishfa Ahmed, Chief Procurement Executive  **Address:**  National Tender, Ministry of Finance  Ameenee Magu, City: Male’ZIP Code: 20379  **Country:** Republic of Maldives |
| **ITB 24.1** | **The deadline for bid submission is:**  Date: **11th January 2024**  Time: **11:00:00 hours Maldivian Time** |
| **ITB 27.1** | **The bid opening shall take place at:**  **Address:** National Tender, Ministry of Finance  Ameenee Magu, City: Male’  ZIP Code: 20379  **Country:** Republic of Maldives    Date: **Same as ITB 24.1**  Time: **Immediately after the deadline for Bid Submission (ITB 24.1)** |
| **ITB 27.1** | The electronic bid opening procedure shall be as follows: Not Applicable |
| **ITB 27.3** | The Bid Submission Sheet and Price Schedules shall be initialed by three (3) representatives of the Purchaser attending Bid opening. |
| **E. Evaluation and Comparison of Bids** | |
| **ITB 34.1** | The currency that shall be used for bid evaluation and comparison purposes to convert all bid prices expressed in various currencies into a single currency is: MVR  The source of the selling exchange rate shall be: <http://www.mma.gov.mv/crossrates.php>  The date for the selling exchange rate shall be: fourteen (14) days prior to the date of the bid submission. |
| **ITB 35.1** | Domestic preference does not apply. |
| **ITB 38.2** | The qualifications of other firms such as the Bidder’s subsidiaries, parent entities, or affiliates shall not be permitted. |
| **ITB 40.1** | Standstill provisions shall apply. The duration of standstill period will be 10 days from the date of notice of intention for award of contract.  The Purchaser shall, at the start of the standstill period, notify in writing each Bidder that submitted a bid, of its intention to award a contract to the successful bidder at the end of standstill period. The notification using the form included in Section 9 (Contract Forms) shall include the following information:   1. the name of each Bidder who submitted a Bid; 2. the bid prices as read out at bid opening; 3. the name and evaluated prices of each Bid that was evaluated; 4. the name of Bidders whose bids were rejected and the reasons for their rejection; 5. the name of the winning Bidder, and the price it offered, as well as the duration and summary scope of the contract awarded; and 6. a statement of the reason(s) the bid of the unsuccessful Bidder to whom the notification is addressed was unsuccessful, unless the price information under (e) of this paragraph already reveals the reason. |
| **F. Award of Contract** | |
| **ITB 42.1** | The maximum percentage by which quantities may be increased is: 15%.  The maximum percentage by which quantities may be decreased is: 15%. |
| **ITB 46.1** | The procedures for Bidding-Related Complaints are referenced in the Procurement Regulations for ADB Borrowers (Appendix 7). The Bidder should submit its complaint following these procedures, in writing, to:  For the attention: Ms. Fathimath Rishfa  Title/position: Chief Procurement Executive  Employer: Ministry of Finance, Republic of Maldives  E-mail address: [mohamed.mafaaz@finance.gov.mv](mailto:mohamed.mafaaz@finance.gov.mv)  Cc to: [tender@finance.gov.mv](mailto:tender@finance.gov.mv) |