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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/2019/111** |
| **ITB 1.1** | The Purchaser is: **Ministry of Economic and Development (MOED), Government of Maldives** |
| **ITB 1.1** | The name of the open competitive bidding (OCB) is: **Supply, Install, Configure, Develop, and Maintain NSW Software and Hardware (Turnkey NSW System)**  The identification number of the OCB is: **TES/2019/ G-006**  The number and identification of lots comprising this OCB is: **GD-01** |
| **ITB 2.1** | The Borrower is: **Government of Maldives** |
| **ITB 2.1** | The name of the Project is: **Republic of Maldives: South Asia Subregional Economic Cooperation Program National Single Window Project** |
| **B. Contents of Bidding Document** | |
| **ITB 7.1** | For **clarification purposes** only, the Purchaser’s address is:  Any clarifications to the project may be sent to the address in below on or before 1400 Hours Maldivian Time on Tuesday, April 30, 2019  Attention: Mr. Ahmed Mujuthaba,  Chief Procurement Executive  National Tender  Ministry of Finance, Ameenee Magu,  City Male'  ZIP code: 20379  Country: Maldives  Telephone: Telephone: (960) 3349 101; (960) 3349106  E-mail: aminath.juweriya@finance.gov.mv,  [tender@finance.gov.mv](mailto:tender@finance.gov.mv) |
| **C. Preparation of Bids** | |
| **ITB 10.1** | The language of the Bid is: **English** |
| **ITB 11.1(j)** | The Bidder shall submit with its Bid the following additional documents:   1. **Detailed functional specification and system description documents of Bidder’s proposed application software standard product, which shall be customized to meet the Section 6. Schedule of Requirements.** 2. **Technical architecture document of the proposed application system, to describe the hardware, system software and network infrastructure in a successful implementation and operation of the application system in a reference site of the Bidder.** 3. **Name and detailed profile of sub-contractor with their place of registration, operations, past experience, technical resources and financial capacity and other relevant information (applicable only in case the bidder opted to use sub-contractor).** 4. **Software Licensing Agreement including document indicating the country of origin of the software proposed to be used under the contract to determine eligibility of the software.** 5. **A Preliminary Project Plan, details of which are described in Section 6 of the Bidding Documents.** 6. **In the case of a bid submitted by a Joint Venture, the Bid shall include a copy of the Joint Venture Agreement entered into by all partners. Alternatively, a Letter of Intent to execute a Joint Venture Agreement in the event of a successful bid shall be signed by all partners and submitted with the Bid, together with a copy of the proposed agreement.** 7. **For major items as listed by the Purchaser in Section 3 (Evaluation and Qualification Criteria), which the Bidder intends to purchase or subcontract, the Bidder shall give details of the name and nationality of the proposed Sub-Contractors, including manufacturers, for each of those items. In addition, the Bidder shall include in its bid information establishing compliance with the requirements specified by the Purchaser for these items.** 8. **English translation of the company registration certificate.** 9. **GST Registration Certificate**   **International bidders shall be required to submit the GST Registration Certificate, only if they are awarded the contract. Further, International Bidders are required to submit a commitment letter along with the bid to this regard**  **No submission of the additional documents will lead to disqualification of the bid.**  **The Purchaser may request submission of additional documents also after the bid opening.** |
| **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 Bids **WILL NOT** be permitted |
| **ITB 14.5** | The Incoterms edition is: **INCOTERMS 2010** |
| **ITB 14.6(b)(i)** | For IT products and services offered from outside the Purchaser’s country, the Bidder shall quote prices using the following Incoterms: **INCOTERMS 2010** |
| **ITB 14.6(b)(ii)** | In addition to the above, the Bidder shall quote prices for IT products and services offered from outside the Purchaser’s country using the following Incoterms: **DDP Ministry of Finance (MOF), Male, Maldives.** |
| **ITB 14.6(c)** | All costs incidental to the performance of the services, as incurred by the Supplier **must be included in the price**. |
| **ITB 14.8** | The prices quoted by the Bidder **NOT** be adjustable. |
| **ITB 14.9** | Prices quoted for each lot shall correspond at least to **100** % of the items specified for each lot.  Prices quoted for each item of a lot shall correspond at least to **100%** of the quantities specified for this item of a lot. |
| **ITB 19.2** | The Bidder shall include with its bid the Manufacturer’s Authorization for the following item(s):  **Manufacturer's Authorizations for Information Technologies (including National Single Window solution and its sub-systems if any), except for those technologies, which the Bidder itself manufactures, are required for All types/ categories of Equipment and Software.**  For all other products, the Bidder is required to submit documentation to substantiate that it is an authorized dealer, distributor, or reseller of the IT products being procured. |
| **ITB 19.3** | The Bidder **MUST BE** 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 **84** days. |
| **ITB 21.1** | The Bidder shall furnish a bid security in the amount of **$50,000 (Fifty thousand US Dollars)** |
| **ITB 21.2** | The ineligibility period will be **N/A**. |
| **ITB 21.3** | If a bid security is specified pursuant to ITB 21.1, the bid security shall be, at the Bidder’s option, in any of the following forms:   * + 1. an unconditional bank guarantee,     2. a cashier’s or certified check |
| **ITB 21.4** | No further instruction. |
| **ITB 22.1** | In addition to the original Bid, the number of copies is: **One (1) Hardcopy and**  **one (1) Media (in flash drive or CD-ROM) soft copy – Technical sections in PDF and commercial bids in MS Excel) shall be provided. In case of discrepancy the original of the bid shall govern.** |
| **ITB 22.2** | The written confirmation of Authorization to sign on behalf of the Bidder shall consist of:   1. Power of Attorney (in case the bidder is a partnership or a sole proprietorship or a joint venture), 2. Board of Resolution (in case the bidder is a corporation) 3. Letter of Authorization (written on the bidder’s letterhead, in case the bidder is partnership or a sole proprietorship or a joint venture),   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 **N/A** days. |
| **ITB 22.4** | Electronic procedures for format and signing of the bid shall be: **NOT ALLOWED** |
| **D. Submission and Opening of Bids** | |
| **ITB 23.1(b)** | Procedures for submitting the bid electronically shall be: **N/A** |
| **ITB 23.2(c)** | The additional identification marks are:  **GD-01 -** **Supply, Install, Configure, Develop, and Maintain NSW Software and Hardware (Turnkey NSW System)** |
| **ITB 24.1** | For **bid submission purposes** only, the Purchaser’s address is:  Attention:  ***Mr. Ahmed Mujuthaba,***  ***Chief Procurement Executive***  ***National Tender***  ***Ministry of Finance***  ***Ameenee Magu,***  ***City: Male***  ***ZIP code: 20379***  ***Country: Maldives*** |
| **ITB 24.1** | **The deadline for bid submission is:**  Date: May 20, 2019  Time: 11:00 pm |
| **ITB 26.4** | Electronic procedures for withdrawal, substitution, and modification shall be: **N/A** |
| **ITB 27.1** | **The bid opening shall take place at:**  ***National Tender***  ***Ministry of Finance***  ***Ameenee Magu,***  ***City: Male***  ***ZIP code: 20379***  ***Country: Maldives***  Date: May 20, 2019  Time: 11:00 pm |
| **ITB 27.1** | The electronic bid opening procedure shall be as follows: **N/A** |
| **ITB 27.3** | The Letter of Bid 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: **USD.**  The source of the selling exchange rate shall be: **Maldives Monetary Authority (MMA)**  The date for the selling exchange rate shall be: **Rate published by the** **Maldives Monetary Authority (MMA) on the day of Bid Opening** |
| **ITB 35.1** | Domestic preference **SHALL NOT** apply. |
| **ITB 36.4** | The Purchaser’s evaluation of responsive Bids will take into account the following technical factors, in addition to cost factors as specified in Section 3 (Evaluation and Qualification Criteria):   | **Criteria** | **Description** | **Weights** | | --- | --- | --- | | **A. NSW SOLUTION** | | **Weight 40 %** | | **1. Application Software General** | | **Weight 10%** | | GN.01 | General Functions Supported  User Management, Interface and Software Usability  Level of Parameterization or facility to easily configure the system  Queries, Reports and Statistics | **25** | | GN.02 | 25 | | GN.03 | 25 | | GN.04 | 25 | |  | Application Software General Subtotal: | 100 | | **2. Application Software Functional** | | **Weight 20%** | | FN.01  FN.02  FN.03  FN.04  FN.05 | MNSW Administration portal  CBRA portal  Trader Portal  e-Payments  Shipping Line Electronic Delivery Order including BL submission and cargo booking form (Export document) | 10  10  30  10  10 | | FN.06 | Cargo Gate Exit | 10 | | FN.07  FN.08 | Mailbox Messaging  Billing | 5  5 | | FN.09  FN.10 | Archiving  **Contact Center** | 5  5 | |  | Hardware, Standard Software |  | |  | Application Software Functional Subtotal: | 100 | | **3. Technical Environment** | | **Weight 10%** | | EN.01 | Environment and Architecture | 20 | | EN.02 | Hardware, Standard Software | 15 | | EN.03 | System Performance and Reliability | 20 | | EN.04 | System Management and Administration | 30 | | EN.05 | System Security and Interoperability (API/Web services, CVS, XML exchange facility with external systems) | 15 | |  | Technical Environment Subtotal: | 100 |  | **B. PLAN & METHODOLOGY** | | **Weight 30%** | | --- | --- | --- | | **4. Implementation Manager, Project Implementation and Change Management** | | **Weight 15%** | | PM.01  PM.02 | **Implementation Manager**  Project Management, Project Plan and methodology | 25  25 | | PM.03 | Installation, Testing, and Acceptance Test Plan | 10 | | PM.04 | Change Management Plan | 20 | | PM.05 | Transition and Implementation | 20 | |  |  |  | |  | Implementation Manager, Project Implementation and Change Management Subtotal: | 100 | | **5. Training** | | **Weight 10%** | | TR.01 | Training Plan | 20 | | TR.02 | Training Scope | 30 | | TR.03 | Training Methodology | 20 | | TR.04 | Training Logistics including software manual and documentation | 20 | | TR.05 | Training Support | 10 | |  | Training Subtotal: | 100 | | **6. Maintenance and Support** | | **Weight 5%** | | SM.01 | Maintenance and Support Plan including clear backup and disaster recovery plan | 50 | | SM.02 | Maintenance and Support SLAs | 50 | |  | Maintenance and Support Subtotal: | 100 |  |  |  |  | | --- | --- | --- | | **C. FIRM EXPERIENCE & TEAM** | | **Weight 30%** | | **7. Firm Qualifications and Experience** | | **Weight 10%** | | FQ.01 | Management and quality assurance processes | 40 | | FQ.02 | Project related experience and capabilities | 40 | | FQ.03 | National experience and capabilities | 20 | |  | Firm Qualifications and Experience Subtotal: | 100 | | **8. Team Qualifications and Experience** | | **Weight 20%** | | TQ.01 | General qualification | 15 | | TQ.02 | Project related experience | 50 | | TQ.03 | National experience | 10 | | TQ.04 | Full time employee status | 25 | |  | Team Qualifications and Experience Subtotal: | 100 | | **MAXIMUM TECHNICAL SCORE (T)** | | 100 |   The cutoff score for technical competence is **70%** and bids scored below this score will not be further considered for evaluation.  **The weights given to the Technical (T) and Weight for the Price Proposals (P) are:**  **T = 0.6, and**  **P = 0.4** |
| **ITB 38.2** | The qualifications of other firms such as the Bidder’s subsidiaries, parent entities, affiliates, subcontractors **SHALL NOT** be permitted. |
| **ITB 40.1** | Standstill provisions shall apply. The duration of standstill period will be **ten (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: **20%**  The maximum percentage by which quantities may be decreased is: **20%** |
| **ITB 46.1** | The procedures for Bidding-Related Complaints are referenced in the [Procurement Regulations for ADB Borrowers](http://www.worldbank.org/en/projects-operations/products-and-services/brief/procurement-new-framework) (Appendix 7). The Bidder should submit its complaint following these procedures, in writing, to:  For the attention: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Title/position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Purchaser: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Fax number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |