****

**Ministry of Finance and Treasury**

Republic of Maldives

**TENDER DOCUMENT**

**for**

**TES/2017/G-01 –** Design, Supply and Installation of Audio Video Equipment for New Parliamentary Building

**January 15, 2017**

Public Procurement Section

Public Procurement Division

Ministry of Finance and Treasury

Republic of Maldives

**Table of Contents**

PART 1 – Tendering Procedures 1

Section I. Instructions to Tenderers 3

Section II. Bid Data Sheet (BDS) 21

Section III. Evaluation and Qualification Criteria 25

Section IV. Tendering Forms 29

Section V. Eligible Countries 39

PART 2 – Supply Requirements 41

Section VII. Schedule of Requirements 43

PART 3 - Contract 73

Section VIII. General Conditions of Contract 75

Section IX. Special Conditions of Contract 91

Section X. Contract Forms 97

# PART 1 – Tendering Procedures

|  |
| --- |
| Section I. Instructions to Tenderers |

**Table of Clauses**

A. General 5

1. Scope of Bid 5

2. Source of Funds 5

3. Fraud and Corruption 5

4. Eligible Tenderers 6

5. Eligible Goods and Related Services 7

B. Contents of Tendering Documents 7

6. Sections of Tendering Documents 7

7. Clarification of Tendering Documents 8

8. Amendment of Tendering Documents 8

C. Preparation of Tenders 8

9. Cost of Tendering 8

10. Language of Tender 8

11. Documents Comprising the Tender 9

12. Tender Submission Form and Price Schedules 9

13. Alternative Tenders 9

14. Tender Prices and Discounts 9

15. Currencies of Tender 10

16. Documents Establishing the Eligibility of the Tenderer 11

17. Documents Establishing the Eligibility of the Goods and Related Services 11

18. Documents Establishing the Conformity of the Goods and Related Services 11

19. Documents Establishing the Qualifications of the Tenderer 11

20. Period of Validity of Tenders 12

21. Tender Security 12

22. Format and Signing of Tender 13

D. Submission and Opening of Tenders 13

23. Submission, Sealing and Marking of Tenders 13

24. Deadline for Submission of Tenders 14

25. Late Tenders 14

26. Withdrawal, Substitution, and Modification of Tenders 14

27. Tender Opening 14

E. Evaluation and Comparison of Tenders 15

28. Confidentiality 15

29. Clarification of Tenders 15

30. Responsiveness of Tenders 16

31. Nonconformities, Errors, and Omissions 16

32. Preliminary Examination of Tenders 17

33. Examination of Terms and Conditions; Technical Evaluation 17

34. Conversion to Single Currency 17

35. Domestic Preference 17

36. Evaluation of Tenders 17

37. Comparison of Tenders 18

38. Post qualification of the Tenderer 18

39. Procuring Entity’s Right to Accept Any Tender, and to Reject Any or All Tenders 18

F. Award of Contract 18

40. Award Criteria 18

41. Procuring Entity’s Right to Vary Quantities at Time of Award 18

42. Notification of Award 19

43. Signing of Contract 19

44. Performance Security 20

|  |
| --- |
| **Section I. Instructions to Tenderers** |
| 1. General |
| 1. Scope of Bid    1. The Procuring Entity **indicated in the Bid Data Sheet (BDS),** issues these Tendering Documents for the supply of Goods and Related Services incidental thereto as specified in Section VI, Schedule of Requirements. The name and procurement reference number of this Tendering Invitation are **specified in the BDS .** The name, identification, and number of lots are also **provided in the BDS**. Throughout this Tendering Document:  the term “in writing” means communicated in written form (e.g. by mail, e-mail, fax, telex) with proof of receipt;if the context so requires, “singular” means “plural” and vice versa; and“day” means calendar day. |

|  |
| --- |
| 1. Source of Funds    1. The Procuring Entity has an approved budget from the Government of the Maldives which has been allocated towards the acquisition of the goods for which this tender has been issued. The Procuring Entity intends to apply the allocated funds to eligible payments under a contract for the supply and delivery of these goods as detailed in this Tender Document.    2. Payments will be made only at the request of the Procuring Entity in accordance with contact terms and conditions and in accordance with financial legislation in force. |
| 1. Fraud and Corruption   3.1 It is the Government’s policy to require that Procuring Entities, as well as Tenderers, suppliers, and contractors and their subcontractors, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, the Government:  (a) defines, for the purposes of this provision, the terms set forth below as follows:  (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;  (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;  (iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;  (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;  (v) “obstructive practice” is  (aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede a Government investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or  (bb) acts intended to materially impede the exercise of the Government’s inspection and audit rights provided for under sub-clause 3.1 (e) below.  (b) will reject a proposal for award if it determines that the Tenderer recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the contract in question;  (c) will cancel in whole or in part the portion of the contract if it determines at any time that representatives of the Procuring Entity engaged in corrupt, fraudulent, collusive, or coercive practices during the procurement or the execution of that contract, without the Government having taken timely and appropriate action satisfactory to address such practices when they occur;  (d) will suspend a firm or individual from participation in public procurement, by declaring it ineligible, either indefinitely or for a stated period of time, to be awarded a Government funded contract if it at any time determines that the firm has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive orobstructivepractices in competing for, or in executing, a Government funded contract; and (e) will have the right to require that a provision be included in tendering documents and in contracts financed by the Government, requiring Tenderers, suppliers, and contractors and their sub-contractors to permit the Government to inspect their accounts and records and other documents relating to the bid submission and contract performance and to have them audited by auditors appointed by the Government. 3.2 Furthermore, Tenderers shall be aware of the provision stated in Sub-Clause 34.1 (a) (iii) of the General Conditions of Contract. |
| 1. Eligible Tenderers    1. A Tenderer, and all parties constituting the Tenderer, may have the nationality of any country, subject to the restrictions specified in Section V, Eligible Countries. A Tenderer shall be deemed to have the nationality of a country if the Tenderer is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors or suppliers for any part of the Contract including Related Services.    2. A Tenderer shall meet the following criteria to be eligible to participate in public procurement:       1. have the legal capacity to enter into the contract;       2. not be insolvent, in receivership, bankrupt or being wound up, its affairs not being administered by a court or a judicial officer, its business activities not being suspended and not the subject of legal proceedings for any of the foregoing;       3. have fulfilled its obligations to pay taxes and social security contributions;       4. not have been, and its directors or officers not have been, convicted of any criminal offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications to enter into a contract within a period of five years preceding the commencement of the procurement proceedings; and       5. not have a conflict of interest in relation to the procurement requirement in accordance with Sub-Clause 4.3.    3. All Tenderers found to have conflict of interest shall be disqualified. Tenderers may be considered to have a conflict of interest with one or more parties in this tendering process, if they:  are or have been associated in the past, with a firm or any of its affiliates which have been engaged by the Procuring Entity to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods to be purchased under these Tendering Documents ; or(b) submit more than one tender in this tendering process, except for alternative offers permitted under ITT Clause 13. However, this does not limit the participation of subcontractors in more than one tender; 4.4 A Tenderer that has been suspended from participation in public procurement by the Government in accordance with ITT Clause 3, at the date of contract award, shall not be eligible to be awarded a contract. The list of suspended firms is available at the electronic address specified in the **BDS.**  4.5 Government-owned enterprises in the Republic of Maldives shall be eligible only if they can establish that they (i) are legally and financially autonomous, (ii) operate under commercial law, and (iii) are not a dependent agency of the Procuring Entity.  4.6 Tenderers shall provide such evidence of their continued eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request. |
| 1. Eligible Goods and Related Services    1. All the Goods and Related Services to be supplied under the Contract must have their origin in an eligible country, in accordance with Section V, Eligible Countries.    2. For purposes of this Clause, the term “goods” includes commodities, raw material, machinery, equipment, and industrial plants; and “related services” includes services such as insurance, installation, training, and initial maintenance.    3. The term “origin” means the country where the goods have been mined, grown, cultivated, produced, manufactured or processed; or, through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components. |
| 1. Contents of Tendering Documents |
| 1. Sections of Tendering Documents    1. The Tendering Documents consist of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITT Clause 8.   **PART 1 Tendering Procedures**   * Section I. Instructions to Tenderers (ITT) * Section II. Bid Data Sheet (BDS) * Section III. Evaluation and Qualification Criteria * Section IV. Tendering Forms * Section V. Eligible Countries |
| **PART 2 Supply Requirements**   * Section VI. Schedule of Requirements   **PART 3 Contract**   * Section VII. General Conditions of Contract (GCC) * Section VIII. Special Conditions of Contract (SCC) * Section IX. Contract Forms |
| * 1. The Invitation for Tenders issued by the Procuring Entity is not part of the Tendering Documents.   2. The Procuring Entity is not responsible for the completeness of the Tendering Documents and their addendum, if these documents were not obtained directly from the Procuring Entity.   3. The Tenderer is expected to examine all instructions, forms, terms, and specifications in the Tendering Documents. Failure to furnish all information or documentation required by the Tendering Documents may result in the rejection of the tender. |
| 1. Clarification of Tendering Documents    1. A prospective Tenderer requiring any clarification of the Tendering Documents shall contact the Procuring Entity in writing at the Procuring Entity’s address **specified in the** **BDS.** The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than twenty-one (21) days prior to the deadline for submission of tenders. The Procuring Entity shall forward copies of its response to all those who have acquired the Tendering Documents directly from it, including a description of the inquiry but without identifying its source. Should the Procuring Entity deem it necessary to amend the Tendering Documents as a result of a clarification, it shall do so following the procedure under ITT Clause 8 and ITT Sub-Clause 24.2. |
| 1. Amendment of Tendering Documents    1. At any time prior to the deadline for submission of tenders, the Procuring Entity may amend the Tendering Documents by issuing addendum.    2. Any addendum issued shall be part of the Tendering Documents and shall be communicated in writing to all who have obtained the Tendering Documents directly from the Procuring Entity.    3. To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Procuring Entity may, at its discretion, extend the deadline for the submission of tenders, pursuant to ITT Sub-Clause 24.2 |
| 1. Preparation of Tenders |
| 1. Cost of Tendering    1. The Tenderer shall bear all costs associated with the preparation and submission of its tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process. |
| 1. Language of Tender    1. The Tender, as well as all correspondence and documents relating to the tender exchanged by the Tenderer and the Procuring Entity, shall be written in the language **specified in the BDS .** Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate translation of the relevant passages into the language **specified in the** **BDS ,** in which case, for purposes of interpretation of the Tender, such translation shall govern. |
| 1. Documents Comprising the Tender    1. The Tender shall comprise the following:  Tender Submission Form and the applicable Price Schedules, in accordance with ITT Clauses 12, 14, and 15;Tender Security or Tender-Securing Declaration, in accordance with ITT Clause 21, if required;written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT Clause 22;documentary evidence in accordance with ITT Clause 16 establishing the Tenderer’s eligibility to tender;documentary evidence in accordance with ITT Clause 17, that the Goods and Related Services to be supplied by the Tenderer are of eligible origin;documentary evidence in accordance with ITT Clauses 18 and 30, that the Goods and Related Services conform to the Tendering Documents;documentary evidence in accordance with ITT Clause 19 establishing the Tenderer’s qualifications to perform the contract if its tender is accepted; andany other document **required in the** **BDS.** |
| 1. Tender Submission Form and Price Schedules    1. The Tenderer shall submit the Tender Submission Form using the form furnished in Section IV, Tendering Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested.    2. The Tenderer shall submit the Price Schedules for Goods and Related Services, according to their origin as appropriate, using the forms furnished in Section IV, Tendering Forms |
| 1. Alternative Tenders    1. Unless otherwise **specified in the** **BDS ,** alternative tenders shall not be considered. |
| 1. Tender Prices and Discounts    1. The prices and discounts quoted by the Tenderer in the Tender Submission Form and in the Price Schedules shall conform to the requirements specified below.    2. All lots and items must be listed and priced separately in the Price Schedules.    3. The price to be quoted in the Tender Submission Form shall be the total price of the tender, excluding any discounts offered.    4. The Tenderer shall quote any unconditional discounts and indicate the method for their application in the Tender Submission Form.    5. The terms EXW, CIP, and other similar terms shall be governed by the rules prescribed in the current edition of Incoterms, published by The International Chamber of Commerce, as specified in the **BDS .**    6. Prices shall be quoted as specified in the Price Schedule included in Section IV, Tendering Forms.. In quoting prices, the Tenderer shall be free to use transportation through carriers registered in any eligible country, in accordance with Section V Eligible Countries. Similarly, the Tenderer may obtain insurance services from any eligible country in accordance with Section V Eligible Countries. Prices shall include the following costs and components: 2. For Goods 3. the price of the Goods, delivered to the final destination as required in the BDS quoted either:    1. CIP named place of destination, in the Republic of Maldives, or CIF named port of destination;    2. EXW (ex works, ex factory, ex warehouse, ex showroom or off the shelf) including all customs duties and sales and other taxes already paid or payable; 4. the price for inland transportation, insurance, and other local services required to convey the Goods from the named place or port of destination to their final destination **specified in the BDS**; 5. the custom duties and other import taxes to be paid on the Goods on entry in the Republic of Maldives if not already included in 14(a)(i)b; 6. any sales and other taxes due within the Republic of Maldives which will be payable on the Goods if not already included in 14(a)(i)b; 7. any rebate or mark-up of the local agent or representative. 8. for Related Services, other than inland transportation and other services required to convey the Goods to their final destination, whenever such Related Services are specified in the Schedule of Requirements: 9. the price of each item comprising the Related Services (inclusive of any applicable taxes).    1. Prices quoted by the Tenderer shall be fixed during the Tenderer’s performance of the Contract and not subject to variation on any account, unless otherwise specified in the **BDS.** A Tender submitted with an adjustable price quotation shall be treated as non responsive and shall be rejected, pursuant to ITT Clause 30. However, if in accordance with the **BDS ,** prices quoted by the Tenderer shall be subject to adjustment during the performance of the Contract, a tender submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.    2. If so indicated in ITT Sub-Clause 1.1, tenders are being invited for individual contracts (lots) or for any combination of contracts (packages). Unless otherwise indicated in the **BDS,** prices quoted shall correspond to 100% of the items specified for each lot and to 100% of the quantities specified for each item of a lot. Tenderers wishing to offer any price reduction (discount) for the award of more than one Contract shall specify the applicable price reduction in accordance with ITT Sub-Clause 14.4 provided the tenders for all lots are submitted and opened at the same time. |
| 1. Currencies of Tender    1. Unless otherwise specified in the **BDS,** the Tenderer shall quote entirely in Maldivian Rufiya**.**   Where the BDS permits tenders in other currencies, the Tenderer may express the tender price in the currency of any country in accordance with Section V, Eligible countries but shall use no more than one currency. |
| 1. Documents Establishing the Eligibility of the Tenderer    1. To establish their eligibility in accordance with ITT Clause 4, Tenderers shall complete the Tender Submission Form, included in Section IV, Tendering Forms. |
| 1. Documents Establishing the Eligibility of the Goods and Related Services    1. To establish the eligibility of the Goods and Related Services in accordance with ITT Clause 5, Tenderers shall complete the country of origin declarations in the Price Schedule Forms, included in Section IV, Tendering Forms. |
| 1. Documents Establishing the Conformity of the Goods and Related Services    1. To establish the conformity of the Goods and Related Services to the Tendering Documents, the Tenderer shall furnish as part of its Tender the documentary evidence that the Goods conform to the technical specifications and standards specified in Section VI, Schedule of Requirements.    2. The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed item by item description of the essential technical and performance characteristics of the Goods and Related Services, demonstrating substantial responsiveness of the Goods and Related Services to the technical specification, and if applicable, a statement of deviations and exceptions to the provisions of the Schedule of Requirements.    3. The Tenderer shall also furnish a list giving full particulars, including available sources and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the Goods during the period **specified in the** **BDS** following commencement of the use of the goods by the Procuring Entity.    4. Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Procuring Entity in the Schedule of Requirements, are intended to be descriptive only and not restrictive. The Tenderer may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Procuring Entity’s satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Schedule of Requirements. |
| 1. Documents Establishing the Qualifications of the Tenderer    1. The documentary evidence of the Tenderer’s qualifications to perform the contract if its tender is accepted shall establish to the Procuring Entity’s satisfaction that:  if required in the BDS, a Tenderer that does not manufacture or produce the Goods it offers to supply shall submit the Manufacturer’s Authorization using the form included in Section IV, Tendering Forms to demonstrate that it has been duly authorized by the manufacturer or producer of the Goods to supply these Goods in the Republic of Maldives;if required in the BDS , in case of a Tenderer not doing business within the Republic of Maldives, the Tenderer is or will be (if awarded the contract) represented by an Agent in the Maldives equipped and able to carry out the Supplier’s maintenance, repair and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications; andthe Tenderer meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria. |
| 1. Period of Validity of Tenders    1. Tenders shall remain valid for the period **specified in the** **BDS** after the tender submission deadline date prescribed by the Procuring Entity. A tender valid for a shorter period shall be rejected by the Procuring Entity as non responsive.    2. In exceptional circumstances, prior to the expiration of the tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT Clause 21, it shall also be extended for a corresponding period. A Tenderer may refuse the request without forfeiting its Tender Security. A Tenderer granting the request shall not be required or permitted to modify its tender, except as provided in ITT Sub-Clause 20.3.    3. In the case of fixed price contracts, if the award is delayed by a period exceeding fifty-six (56) days beyond the expiry of the initial tender validity, the Contract price shall be adjusted as specified in the request for extension. Tender evaluation shall be based on the Tender Price without taking into consideration the above correction. |
| 1. Tender Security    1. The Tenderer shall furnish as part of its tender, a Tender Security or a Tender-Securing Declaration, if required, as **specified in the** **BDS .**    2. The Tender Security shall be in the amount specified in the BDS and denominated in Maldivian Rufiya or a freely convertible currency, and shall:  at the Tenderer’s option, be in the form of either a letter of credit, or a bank guarantee from a banking institution, or a bond issued by a surety;be issued by a reputable institution selected by the Tenderer and located in any eligible country. If the institution issuing the bond is located outside the Republic of Maldives, it shall have a correspondent financial institution located in the Republic of Maldives to make it enforceable.be substantially in accordance with one of the forms of Tender Security included in Section IV, Tendering Forms, or other form approved by the Procuring Entity prior to tender submission;be payable promptly upon written demand by the Procuring Entity in case the conditions listed in ITT Clause 21.5 are invoked;be submitted in its original form; copies will not be accepted;remain valid for a period of 28 days beyond the validity period of the tenders, as extended, if applicable, in accordance with ITT Clause 20.2;  * 1. If a Tender Security or a Tender- Securing Declaration is required in accordance with ITT Sub-Clause 21.1, any tender not accompanied by a substantially responsive Tender Security or Tender Securing Declaration in accordance with ITT Sub-Clause 21.1, shall be rejected by the Procuring Entity as non-responsive.   2. The Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer’s furnishing of the Performance Security pursuant to ITT Clause 44.   3. The Tender Security may be forfeited or the Tender Securing Declaration executed:  if a Tenderer withdraws its tender during the period of tender validity specified by the Tenderer on the Tender Submission Form, except as provided in ITT Sub-Clause 20.2; orif the successful Tenderer fails to:sign the Contract in accordance with ITT Clause 43;furnish a Performance Security in accordance with ITT Clause 44.  * 1. The Tender Security or Tender- Securing Declaration of a JV must be in the name of the JV that submits the tender. If the JV has not been legally constituted at the time of tendering, the Tender Security or Tender-Securing Declaration shall be in the names of all future partners as named in the letter of intent mentioned in Section IV “Tendering Forms,” Tenderer Information Form Item 7.   21.7 If a tender security is not required in the BDS , and   * 1. if a Tenderer withdraws its tender during the period of tender validity specified by the Tenderer on the Letter of Tender Form, except as provided in ITT 20.2, or   2. if the successful Tenderer fails to: sign the Contract in accordance with ITT 43; or furnish a performance security in accordance with ITT 44;   the Government may, **if provided for in the BDS** , declare the Tenderer disqualified to be awarded a contract by the Government of the Maldives for a period of time **as stated in the BDS**. |
| 1. Format and Signing of Tender    1. The Tenderer shall prepare one original of the documents comprising the tender as described in ITT Clause 11 and clearly mark it “Original.” In addition, the Tenderer shall submit copies of the tender, in the number specified in the **BDS** and clearly mark them “Copy.” In the event of any discrepancy between the original and the copies, the original shall prevail.    2. The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderer.    3. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialled by the person signing the Tender. |
| 1. Submission and Opening of Tenders |
| 1. Submission, Sealing and Marking of Tenders    1. Tenderers may always submit their tenders by mail or by hand. When so specified in the **BDS,** Tenderers shall have the option of submitting their tenders electronically.  Tenderers submitting tenders by mail or by hand, shall enclose the original and each copy of the Tender, including alternative tenders, if permitted in accordance with ITT Clause 13, in separate sealed envelopes, duly marking the envelopes as “Original” and “Copy.” These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITT sub-Clauses 23.2 and 23.3.Tenderers submitting tenders electronically shall follow the electronic tender submission procedures specified in the **BDS.**  * 1. The inner and outer envelopes shall:  Bear the name and address of the Tenderer;be addressed to the Procuring Entity in accordance with ITT Sub-Clause 24.1;bear the specific procurement reference number of this tendering process indicated in ITT 1.1 and any additional identification marks as **specified in the** **BDS ;** andbear a warning not to open before the time and date for tender opening, in accordance with ITT Sub-Clause 27.1. 23.3 If all envelopes are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the tender. |
| 1. Deadline for Submission of Tenders    1. Tenders must be received by the Procuring Entity at the address and no later than the date and time **specified** **in the** **BDS.**    2. The Procuring Entity may, at its discretion, extend the deadline for the submission of tenders by amending the Tendering Documents in accordance with ITT Clause 8, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended. |
| 1. Late Tenders    1. The Procuring Entity shall not consider any tender that arrives after the deadline for submission of tenders, in accordance with ITT Clause 24. Any tender received by the Procuring Entity after the deadline for submission of tenders shall be declared late, rejected, and returned unopened to the Tenderer. |
| 1. Withdrawal, Substitution, and Modification of Tenders    1. A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice in accordance with ITT Clause 23, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITT Sub-Clause 22.2, (except that no copies of the withdrawal notice are required). The corresponding substitution or modification of the tender must accompany the respective written notice. All notices must be: 2. submitted in accordance with ITT Clauses 22 and 23 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked “Withdrawal,” “Substitution,” or “Modification;” and 3. received by the Procuring Entity prior to the deadline prescribed for submission of tenders, in accordance with ITT Clause 24.    1. Tenders requested to be withdrawn in accordance with ITT Sub-Clause 26.1 shall be returned unopened to the Tenderers.    2. No tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified by the Tenderer on the Tender Submission Form or any extension thereof. |
| 1. Tender Opening    1. The Procuring Entity shall conduct the tender opening in public at the address, date and time **specified in the** **BDS .** Any specific electronic tender opening procedures required if electronic tendering is permitted in accordance with ITT Sub-Clause 23.1, shall be as **specified in the** **BDS.**    2. First, envelopes marked “Withdrawal” shall be opened and read out and the envelope with the corresponding tender shall not be opened, but returned to the Tenderer. If the withdrawal envelope does not contain a copy of the “power of attorney” confirming the signature as a person duly authorized to sign on behalf of the Tenderer, the corresponding tender will be opened. No tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at tender opening. Next, envelopes marked “Substitution” shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at tender opening. Envelopes marked “Modification” shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening. Only envelopes that are opened and read out at Tender opening shall be considered further.    3. All other envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the Tender Prices, including any discounts and alternative offers; the presence of a Tender Security or Tender-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate. Only discounts and alternative offers read out at Tender opening shall be considered for evaluation. No Tender shall be rejected at Tender opening except for late tenders, in accordance with ITT Sub-Clause 25.1.    4. The Procuring Entity shall prepare a record of the Tender opening that shall include, as a minimum: the name of the Tenderer and whether there is a withdrawal, substitution, or modification; the Tender Price, per lot if applicable, including any discounts, and alternative offers if they were permitted; and the presence or absence of a Tender Security or Tender-Securing Declaration, if one was required. The Tenderers’ representatives who are present shall be requested to sign the attendance sheet. A copy of the record shall be distributed to all Tenderers who submitted tenders in time, and posted online when electronic tendering is permitted. |
| 1. Evaluation and Comparison of Tenders |
| 1. Confidentiality    1. Information relating to the examination, evaluation, comparison, and post-qualification of tenders, and recommendation of contract award, shall not be disclosed to Tenderers or any other persons not officially concerned with such process until publication of the Contract Award.    2. Any effort by a Tenderer to influence the Procuring Entity in the examination, evaluation, comparison, and post-qualification of the tenders or contract award decisions may result in the rejection of its Tender.    3. Notwithstanding ITT Sub-Clause 28.2, from the time of tender opening to the time of Contract Award, if any Tenderer wishes to contact the Procuring Entity on any matter related to the tendering process, it should do so in writing. |
| 1. Clarification of Tenders    1. To assist in the examination, evaluation, comparison and post-qualification of the tenders, the Procuring Entity may, at its discretion, ask any Tenderer for a clarification of its Tender. Any clarification submitted by a Tenderer in respect to its Tender and that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity’s request for clarification and the response shall be in writing. No change in the prices or substance of the Tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the Evaluation of the tenders, in accordance with ITT Clause 31. |
| 1. Responsiveness of Tenders    1. The Procuring Entity’s determination of a tender’s responsiveness is to be based on the contents of the tender itself.    2. A substantially responsive Tender is one that conforms to all the terms, conditions, and specifications of the Tendering Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:  affects in any substantial way the scope, quality, or performance of the Goods and Related Services specified in the Contract; orlimits in any substantial way, inconsistent with the Tendering Documents, the Procuring Entity’s rights or the Tenderer’s obligations under the Contract; orif rectified would unfairly affect the competitive position of other Tenderers presenting substantially responsive tenders.  * 1. If a tender is not substantially responsive to the Tendering Documents, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by the Tenderer by correction of the material deviation, reservation, or omission. |
| 1. Nonconformities, Errors, and Omissions    1. Provided that a Tender is substantially responsive, the Procuring Entity may waive any non-conformities or omissions in the Tender that do not constitute a material deviation.    2. Provided that a tender is substantially responsive, the Procuring Entity may request that the Tenderer submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the tender related to documentation requirements. Such omission shall not be related to any aspect of the price of the Tender. Failure of the Tenderer to comply with the request may result in the rejection of its Tender.    3. Provided that the Tender is substantially responsive, the Procuring Entity shall correct arithmetical errors on the following basis:  if there is a discrepancy between the unit price and the line item total that is obtained by multiplying the unit price by the quantity, the unit price shall prevail and the line item total shall be corrected, unless in the opinion of the Procuring Entity there is an obvious misplacement of the decimal point in the unit price, in which case the line item total as quoted shall govern and the unit price shall be corrected;if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; andif there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.  * 1. If the Tenderer that submitted the lowest evaluated Tender does not accept the correction of errors, its Tender shall be rejected. |
| 1. Preliminary Examination of Tenders    1. The Procuring Entity shall examine the tenders to confirm that all documents and technical documentation requested in ITT Clause 11 have been provided, and to determine the completeness of each document submitted.    2. The Procuring Entity shall confirm that the following documents and information have been provided in the Tender. If any of these documents or information is missing, the offer shall be rejected.  Tender Submission Form, in accordance with ITT Sub-Clause 12.1;Price Schedules, in accordance with ITT Sub-Clause 12.2;Tender Security or Tender Securing Declaration, in accordance with ITT Clause 21, if applicable. |
| 1. Examination of Terms and Conditions; Technical Evaluation    1. The Procuring Entity shall examine the Tender to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Tenderer without any material deviation or reservation.    2. The Procuring Entity shall evaluate the technical aspects of the Tender submitted in accordance with ITT Clause 18, to confirm that all requirements specified in Section VI, Schedule of Requirements of the Tendering Documents have been met without any material deviation or reservation.    3. If, after the examination of the terms and conditions and the technical evaluation, the Procuring Entity determines that the Tender is not substantially responsive in accordance with ITT Clause 30, it shall reject the Tender. |
| 1. Conversion to Single Currency    1. For evaluation and comparison purposes, the Procuring Entity shall convert all tender prices expressed in amounts in various currencies into an amount in a single currency **specified in the** **BDS ,** using the selling exchange rates established by the source and on the date **specified in the** **BDS .** |
| 1. Domestic Preference    1. Domestic preference shall not be a factor in tender evaluation. |
| 1. Evaluation of Tenders    1. The Procuring Entity shall evaluate each tender that has been determined, up to this stage of the evaluation, to be substantially responsive.    2. To evaluate a Tender, the Procuring Entity shall only use all the factors, methodologies and criteria defined in ITT Clause 36. No other criteria or methodology shall be permitted.    3. To evaluate a Tender, the Procuring Entity shall consider the following:  evaluation will be done for Items or Lots, as **specified in the** **BDS ;** andthe Tender Price as quoted in accordance with clause 14;price adjustment for correction of arithmetic errors in accordance with ITT Sub-Clause 31.3;price adjustment due to discounts offered in accordance with ITT Sub-Clause 14.4;adjustments due to the application of the evaluation criteria **specified in the** **BDS** from amongst those set out in Section III, Evaluation and Qualification Criteria;  * 1. The Procuring Entity’s evaluation of a tender will exclude and not take into account any allowance for price adjustment during the period of execution of the contract, if provided in the tender.   2. The Procuring Entity’s evaluation of a tender may require the consideration of other factors, in addition to the Tender Price quoted in accordance with ITT Clause 14. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Goods and Related Services. The effect of the factors selected, if any, shall be expressed in monetary terms to facilitate comparison of tenders, unless otherwise specified in Section III, Evaluation and Qualification Criteria. The factors, methodologies and criteria to be used shall be as specified in ITT 36.3 (d).   3. If so **specified** **in the** **BDS ,** these Tendering Documents shall allow Tenderers to quote separate prices for one or more lots, and shall allow the Procuring Entity to award one or multiple lots to more than one Tenderer. The methodology of evaluation to determine the lowest-evaluated lot combinations, is specified in Section III, Evaluation and Qualification Criteria. |
| 1. Comparison of Tenders    1. The Procuring Entity shall compare all substantially responsive tenders to determine the lowest-evaluated tender, in accordance with ITT Clause 36. |
| 1. Post qualification of the Tenderer    1. The Procuring Entity shall determine to its satisfaction whether the Tenderer that is selected as having submitted the lowest evaluated and substantially responsive tender is qualified to perform the Contract satisfactorily.    2. The determination shall be based upon an examination of the documentary evidence of the Tenderer’s qualifications submitted by the Tenderer, pursuant to ITT Clause 19.    3. An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the tender, in which event the Procuring Entity shall proceed to the next lowest evaluated tender to make a similar determination of that Tenderer’s capabilities to perform satisfactorily. |
| 1. Procuring Entity’s Right to Accept Any Tender, and to Reject Any or All Tenders    1. The Procuring Entity reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any liability to Tenderers. |
| 1. Award of Contract |
| 1. Award Criteria    1. The Procuring Entity shall award the Contract to the Tenderer whose offer has been determined to be the lowest evaluated tender and is substantially responsive to the Tendering Documents, provided further that the Tenderer is determined to be qualified to perform the Contract satisfactorily. |
| 1. Procuring Entity’s Right to Vary Quantities at Time of Award    1. At the time the Contract is awarded, the Procuring Entity reserves the right to increase or decrease the quantity of Goods and Related Services originally specified in Section VI, Schedule of Requirements. |
| 1. Notification of Award    1. Prior to the expiration of the period of tender validity, the Procuring Entity shall notify the successful Tenderer, in writing, that its Tender has been accepted.    2. Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.    3. The Procuring Entity shall publish on its public notice board the results identifying the tender and lot numbers and the following information: (i) name of each Tenderer who submitted a Tender; (ii) tender prices as read out at tender opening; (iii) name and evaluated prices of each Tender that was evaluated; (iv) name of Tenderers whose tenders were rejected and the reasons for their rejection; and (v) name of the winning Tenderer, and the price it offered, as well as the duration and summary scope of the contract awarded. After publication of the award, unsuccessful Tenderers may request in writing to the Procuring Entity for a debriefing seeking explanations on the grounds on which their tenders were not selected. The Procuring Entity shall promptly respond in writing to any unsuccessful Tenderer who, after publication of contract award, requests a debriefing.    4. Upon the successful Tenderer’s furnishing of the signed Contract Form and performance security pursuant to ITT Clause 44, the Procuring Entity will promptly notify each unsuccessful Tenderer and will discharge its tender security, pursuant to ITT Clause 21.4.    5. Any Tenderer may seek administrative review, in accordance with Regulation 52 of the Financial Regulations, of an act or omission by a Procuring Entity, which it considers to be in breach of the Financial Regulations. Any application for review must be submitted in writing to the Accountable Officer of the Procuring Entity, within ten working days from the date the Tenderer knew, or should have known, of the circumstances giving rise to the complaint. If the Accountable Officer does not issue a decision within ten days, or the Tenderer is not satisfied with the decision, the Tenderer may submit a complaint to the Procurement Policy Section. |
| 1. Signing of Contract    1. Promptly after notification, the Procuring Entity shall send the successful Tenderer the Agreement and the Special Conditions of Contract.    2. Within twenty-eight (28) days of receipt of the Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.    3. Notwithstanding ITT 43.2 above, in case signing of the Contract Agreement is prevented by any export restrictions attributable to the Government of the Republic of Maldives, or to the use of the products/goods, systems or services to be supplied, where such export restrictions arise from trade regulations from a country supplying those products/goods, systems or services, the Tenderer shall not be bound by its tender, always provided, however, that the Tenderer can demonstrate to the satisfaction of the Procuring Entity that signing of the Contact Agreement has not been prevented by any lack of diligence on the part of the Tenderer in completing any formalities, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract. |
| 1. Performance Security    1. Within twenty eight (28) days of the receipt of notification of award from the Procuring Entity, the successful Tenderer, if required, shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Section IX Contract forms, or another Form acceptable to the Procuring Entity. The Procuring Entity shall promptly notify the name of the winning Tenderer to each unsuccessful Tenderer and discharge the Tender Securities of the unsuccessful Tenderers pursuant to ITT Sub-Clause 21.4.    2. Failure of the successful Tenderer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security or execution of the Tender-Securing Declaration. In that event the Procuring Entity may award the Contract to the next lowest evaluated Tenderer, whose offer is substantially responsive and is determined by the Procuring Entity to be qualified to perform the Contract satisfactorily. |

|  |  |
| --- | --- |
| Section II. Bid Data Sheet (BDS)  The following data shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT) in Section I. Whenever there is a conflict, the provisions herein shall prevail over those in ITT. | |
| **ITT Clause Reference** | **Bid data that supplements the ITT** |
|  | **A. General** |
| **ITT 1.1** | The Procuring Entity is: ***Peoples Majlis Secretariat.*** |
| **ITT 1.1** | The Procuring Entity is:  ***People’s Majlis Secretariat***  ***Medhuziyaarai Magu***  ***20080***  ***Male’, Maldives.***  The name of the ICB is: ***Design, Supply and Installation of Audio Video Equipment for New Parliamentary Building.***  The identification numberof the ICB is: **TES/2017/G-01**  The number and identification of lots (contracts)comprising this ICB is: ***(Not Applicable)*** |
| **ITT 4.4** | A list of firms suspended from participating in Government funded projects is available at <http://www.finance.gov.mv> |
|  | **B. Contents of Bidding Documents** |
| **ITT 7.1** | For **Clarification of bid purposes** only, the Procuring Entity’s address is:  For **clarification purposes** only, the Employer’s address is:  Ibrahim Aflaah  Asst. Project Officer  Public Procurement Section  Public Procurement Division  Ministry of Finance and Treasury  Ameenee Magu, Male’, 20379  Republic of Maldives  Tel: (960) 334 9125, (960) 334 9106, (960) 334 9115  Fax: (960) 3320706, (960) 3324432  E-mail: [ibrahim.aflah@finance.gov.mv](mailto:ibrahim.aflah@finance.gov.mv)  tender@finance.gov.mv    Requests for clarification should be received by the Employer no later than: 26th January 2017 12:30 hrs |
|  | **C. Preparation of Bids** |
| **ITT 10.1** | The language of the tender is: ***English*** |
| **ITT 11.1 (h)** | The Tenderer shall submit the following additional documents in its tender:  Power of Attorney to confirm authorization of the signatory of the Bid to commit the Bidder, in accordance with ITT Clause 22 |
| **ITT 13.1** | Alternative Tenders ***shall not be*** considered. |
| **ITT 14.5** | The Incoterms edition is: ***NA*** |
| **ITT 14.6** | Place of Destination: **As mentioned in the delivery schedule.** |
| **ITT 14.6 (a)(ii)** | “Final destination”: **As mentioned in the delivery schedule.** |
| **ITT 14.7** | The prices quoted by the Tenderer **shall not** be adjustable. |
| **ITT 14.8** | Prices quoted for each lot or item shall correspond at least to 100% of the items specified for each lot.  Prices quoted for each item of a lot or item shall correspond at least to 100% of the quantities specified for this item of a lot. |
| **ITT 15.1** | The Tenderer *is required* to quote entirely in **Maldivian Rufiya.** |
| **ITT 18.3** | N/A |
| **ITT 19.1 (a)** | Manufacturer’s authorization is: ***Required*** |
| ITT 19.1 (b) | After sales service is: ***Required*** |
| **ITT 20.1** | The bid validity period shall be 120 days from the date of bid opening |
| **ITT 21.1** | Tenders ***shall*** include a Tender Security (issued by bank or surety) included in Section IV Tendering Forms. |
| **ITT 21.2** | The Tenderer shall furnish a Bid security in the amount of :   |  |  |  | | --- | --- | --- | | TES/2017/G-01 | Design, Supply and Installation of Audio Video Equipment for New Parliamentary Building  MVR 100,000.00 (Maldivian Rufiya One Hundred Thousand) |  |   The validity of the bid security shall be:**28 days beyond the validity of the Tender** |
| **ITT 21.7** | N/A |
| **ITT 22.1** | In addition to the **Original** of the Tender, the number of copies required is: 2 authentic hard copy (stamped) , 1 authentic soft copy (stamped & scanned) |
|  | **D. Submission and Opening of Bids** |
| **ITT 23.1** | Tenderers ***shall not*** have the option of submitting their tenders electronically. |
| **ITT 23.2 (c)** | The inner and outer envelopes shall bear the following additional identification marks:  ***DESIGN, SUPPLY AND INSTALLATION OF AUDIO VIDEO EUQIPMENT FOR NEW PARLIAMENTARY BUILDING***  And the statement  **DO NOT OPEN BEFORE: 1000 hours Maldivian time on 6th February 2017** **(Local) time**. |
| **ITT 24.1** | For **tender submission purposes**, the Procuring Entity’s address is:  **Attention:** *Mr. Ahmed Mujthaba*  *Director General*  *Public Procurement Section.*  *Public Procurement Division.*  *Ministry of Finance and Treasury.*  *Ameenee Magu,*  *Male’, 20379*  *Republic of Maldives,*  *Tel: (960) 3349125, (960) 3349106*  *Fax: (960) 3320706, (960) 3324432*  *E-Mail: ibrahim.aflah@finance.gov.mv*  *Copy to:* [*tender@finance.gov.mv*](mailto:tender@finance.gov.mv)  **The deadline for the submission of bids is:**  **Date:6th February 2017**  **Time: 1000 hrs (Local Time)** |
| **ITT 27.1** | The tender opening shall take place at:  ***Public procurement Section.***  ***Public Procurement Division.***  ***Ministry of Finance and Treasury***  ***Ameenee Magu***  ***Male’, 20379***  ***Republic of Maldives***  **The deadline for the submission of bids is:**  **Date:** **6th February 2017**  **Time: 1000 hrs (Local Time)** |
| **E. Evaluation and Comparison of Bids** | |
| **ITT 34.1** | Tender prices expressed in different currencies ***shall be*** converted to:  ***Maldivian Rufiyaa (MVR)***  The source of exchange rate shall be: ***The Maldives Monetary Authority Rates of Exchanges.***  The date for the exchange rate shall be*:* fourteen (14) days prior to the date of the bid submission. |
| **ITT 36.3 (a)** | Evaluation will be done for *Items*  ***Tenders will be evaluated for each item and the Contract will comprise the item(s) awarded to the successful Tenderer.*** |
| **ITT 36.3 (d)** | The adjustments shall be determined using the following criteria, from amongst those set out in Section III, Evaluation and Qualification Criteria Deviation in   * + 1. Delivery schedule: No     2. Deviation in payment schedule: No     3. The cost of major replacement components, mandatory spare parts and services: No     4. The availability in the Republic of Maldives of spare parts and after-sales services for the equipment offered in the tender: No     5. The projected operating and maintenance costs during the life of the equipment: No     6. The performance and productivity of the equipment offered; |
|  | **F. Award of Contract** |
| **ITT 40.1** | This project will be awarded to Tenderer whose offer has been determined to be the substantially responsive Tenderer who offers the lowest price for each item. |

Section III. Evaluation and Qualification Criteria

This Section contains all the criteria that the Procuring Entity shall use to evaluate a bid and qualify the Tenderers. In accordance with ITT 36 and ITT 38, no other factors, methods or criteria shall be used.

**Contents**

[1. Evaluation (ITT 36) 26](#_Toc458814437)

# 1. Evaluation

In addition to the criteria listed in ITB 34.1 (a) – (e) the following criteria shall apply;

# Past performance of the lowest evaluated bidder will be assessed prior to contract award.

* Tax clearance of the lowest evaluated bidder shall be checked prior to contract award.

1.1 Adequacy of Technical Proposal

# Evaluation of the Tenderer's Technical Proposal will include an assessment of the Tenderer's technical capacity to check whether it fully in accordance with the requirements stipulated in Section VI (Employer's Requirements).

1.3 Completion Time

# An alternative Completion Time, if permitted under ITB 13.2, will be evaluated as follows:

# Not Applicable

1.4 Technical Alternatives

# Technical alternatives, if permitted under ITB 13.4, will be evaluated as follows:

# Not Applicable

**2.** Financial Capability

The Tenderer shall furnish documentary evidence that it meets the following financial requirement(s):

Average Annual Turnover of at least **MVR 4,000,000.00 (Maldivian Rufiya Four million) in the last 3 years**; and availability of cash flow or access to credit lines in an amount of at least **MVR 1,500,000.00 (Maldivian Rufiya One Million and Five Hundred Thousand)**

(b) Experience and Technical Capacity

The Tenderer shall furnish documentary evidence to demonstrate that it meets the following experience requirement(s):

* + - 1. During the last Five (5) years the bidder must have successfully completed the supply of at least two projects of the same size.
      2. The documentary evidence of the bidder's eligibility to bid shall establish to the Purchaser's satisfaction that the bidder, at the time of submission of its bid, is from an eligible country as defined under ITB Clause 3.
      3. The bidder must meet all the requirement specified in the specification.

|  |
| --- |
| Section IV. Tendering Forms |

**Table of Forms**

Tenderer Information Form 30

Tenderer’s JV Members Information Form 31

Tender Submission Form 32

Price Schedule: Goods delivered to nominated point in the Republic of Maldives. 35

Price and Completion Schedule - Related Services 36

Tender Security (Tender Bond) 37

Tender-Securing Declaration 38

Tenderer Information Form

*[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: *[insert date (as DD/MM/YY) of Bid Submission*]

ICB No.:

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

Page \_\_\_\_\_\_\_\_ of\_ \_\_\_\_\_\_ pages

|  |
| --- |
| 1. Tenderer’s Name *[insert* Tenderer’s *legal name]* |
| 2. In case of JV, legal name of each member : *[insert legal name of each member in JV]* |
| 3. Tenderer’s actual or intended country of registration: *[insert actual or intended country of registration]* |
| 4. Tenderer’s year of registration: *[insert* Tenderer’s *year of registration]* |
| 5. Tenderer’s Address in country of registration: *[insert Tenderer’s* *legal address in country of registration]* |
| 6. Tenderer’s Authorized Representative Information  Name: *[insert Authorized Representative’s name]*  Address: *[insert Authorized Representative’s Address]*  Telephone/Fax numbers: *[insert Authorized Representative’s telephone/fax numbers]*  Email Address: *[insert Authorized Representative’s email address]* |
| 7. Attached are copies of original documents of *[check the box(es) of the attached original documents]*  🞎 Articles of Incorporation or Registration of firm named in 1, above.  🞎 In case of JV, letter of intent to form JV or JV agreement.  🞎 In case of Government-owned enterprise or institution, in accordance with ITT 4.5, documents establishing:  🞎 Legal and financial autonomy  🞎 Operation under commercial law  🞎 Establishing that the Tenderer is not dependent agency of the Procuring Entity  🞎 Included are the organizational chart, a list of Board of Directors, and the beneficial ownership. |

Tenderer’s JV Members Information Form

*[The Tenderer shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Tenderer and for each member of a Joint Venture].*

Date: *[insert date (as DD/MM/YY) of Bid Submission*]

ICB No.:

Alternative No.: *[insert identification No if this is a Bid for an alternative]*

Page \_\_\_\_\_\_\_\_ of\_ \_\_\_\_\_\_ pages

|  |
| --- |
| 1. Tenderer’s Name: *[insert Tenderer’s legal name]* |
| 2. Tenderer’s JV Member’s name: *[insert JV’s Member legal name]* |
| 3. Tenderer’s JV Member’s country of registration: *[insert JV’s Member country of registration]* |
| 4. Tenderer’s JV Member’s year of registration: *[insert JV’s Member year of registration]* |
| 5. Tenderer’s JV Member’s legal address in country of registration: *[insert JV’s Member legal address in country of registration]* |
| 6. Tenderer’s JV Member’s authorized representative information  Name: *[insert name of JV’s Member authorized representative]*  Address: *[insert address of JV’s Member authorized representative]*  Telephone/Fax numbers: *[insert telephone/fax numbers of JV’s Member authorized representative]*  Email Address: *[insert email address of JV’s Member authorized representative]* |
| 7. Attached are copies of original documents of *[check the box(es) of the attached original documents]*  🞎 Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 4.1.  🞎 In case of a Government-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and absence of dependent status, in accordance with ITT 4.5.  🞎 Included are the organizational chart, a list of Board of Directors, and the beneficial ownership. |

Tender Submission Form

*[The Tenderer shall fill in this Form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date: {*insert date (as day, month and year) of Tender Submission}*

Procurement Reference No.: ………..

Invitation for Bid No.: ……………………….

To: **Director General**

**Public Procurement Section**

**Public Procurement Division**

**Ministry of Finance and Treasury**

**Ameenee Magu**

**Male’, 20379**

**Republic of Maldives**

We, the undersigned, declare that:

1. We have examined and have no reservations to the Tendering Documents, including Addenda No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_{*insert the number and issuing date of each Addenda};*
2. We offer to supply in conformity with the Tendering Documents and in accordance with the Delivery Schedules specified in the Schedule of Requirements the following Goods and Related Services. **Design, Supply and Installation of Audio Video Equipment for New Parliamentary Buidling.**

***[Insert list of goods, quantity and price as per following format]***

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Item No** | **Description of Goods** | **Category** | **Quantity** | **Total price (including GST)** | |
| 1 |  |  |  |  | |
| 2 |  |  |  |  | |
| 3 |  |  |  |  | |
| 4 |  |  |  |  | |
| 5 |  |  |  |  | |
| 6 |  |  |  |  | |
| 7 |  |  |  |  | |
| 8 |  |  |  |  | |
| 9 |  |  |  |  | |
| 10 |  |  |  |  | |
| **Total Tender Price (Goods delivered to final destination)** | | | | |  |

1. We undertake, if our Bid is accepted, to commence the Works as soon as is reasonably possible and to complete the whole of the Works comprised in the Contract within …………………….. *(days).*
2. We agree to abide by this Bid for the period of 90 days from the date fixed for receiving the same, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
3. Unless and until a formal Agreement is prepared and executed this Bid, together with your written acceptance thereof, shall constitute a binding contract between us.
4. We accept the appointment of **National Tender Board** of theMinistry of Finance and Treasury, Male’, as the Adjudicator.
5. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this ……….day of ………..2016.

Signed …………………… ………………………………..

in the capacity of ……………………………………………duly authorized to sign bids for and on behalf of …………………………………………….

Name and Address of Signatory

……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………

Price Schedule Forms

*[The Tenderer shall fill in these Price Schedule Forms in accordance with the instructions indicated. The list of line items in column 1 of the* ***Price Schedules*** *shall coincide with the List of Goods and Related Services specified by the Procuring Entity in the Schedule of Requirements.]*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Price Schedule: Goods delivered to nominated point in the Republic of Maldives. | | | | | | |
| **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Procurement Ref No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | **Page N° \_\_\_ of \_\_\_\_** |
| *1* | *2* | *3* | *4* | *5* | *6* | *7* |
| **Line Item No** | **Description of Goods** | **Country of Origin** | **Delivery Date** | **Quantity and physical unit** | **DDP Unit price  Delivered to Final destination *[multiple destinations]***  **in accordance with ITT 14.6(a)** | **DDP Total price  Delivered to Final Destination *[multiple destinations]* per line item**  **(Col. 5 x 6)** |
|  |  | *{insert country of origin of the Good}* | *{insert quoted delivery date* as defined by Incoterms} | *{insert number of units to be supplied and name of the physical unit}* | *{insert unit price delivered per unit}* | *{insert total delivered price per line item}* |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  | | | | | |  |
|  | | | | | |  |
|  | | | | | |  |
| Name of Tenderer *{insert complete name of Tenderer}* Signature of Tenderer *{signature of person signing the Bid}* Date *{Insert Date}* | | | | | | |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Price and Completion Schedule - Related Services | | | | | | | | |
| **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | **Procurement Ref No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | | | **Page N° \_\_\_ of \_\_\_\_\_\_** | |
| *1* | *2* | | *3* | | *4* | *5* | *6* | *7* |
| **Service**  **No** | **Description of Services a)** | | **Country of Origin** | | **Service Period at place of Final destination** | **Quantity and physical unit** | **Unit price** | **Total Price per Service**  ***(Col. 5 x 6 or estimate)*** |
|  |  | | *{insert country of origin of the Services}* | | *{insert period service will take at place of final destination - per Service}* | *{insert number of units to be supplied}* | *{insert unit price per Service}* | *{insert total price per services}* |
|  |  | |  | |  |  |  |  |
|  |  | |  | |  |  |  |  |
|  |  | |  | |  |  |  |  |
|  |  | |  | |  |  |  |  |
|  |  | |  | |  |  |  |  |
|  | | | | **Total Bid Price (Related services)** | | | |  |
| Name of Tenderer {*insert complete name of Tenderer}* Signature of Tenderer *{Signature of person signing the Bid}* Date {*insert date}* | | | | | | | | |

Notes: a) Services described under column 2 must exclude inland transportation and other services required in the Republic of Maldives to convey the goods to their final destination (as those costs are included in the delivered price of the goods in previous Price Schedule).

Tender Security (Tender Bond)

*[The Surety shall fill in this Tender Bond Form in accordance with the instructions indicated.]*

BOND NO. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

BY THIS BOND *[name of Tenderer]* as Principal (hereinafter called “the Principal”), and *[name, legal title, and address of surety],* **authorized to transact business in** *[name of country],* as Surety (hereinafter called “the Surety”), are held and firmly bound unto *[name of Procuring Entity]* as Obligee (hereinafter called “the Procuring Entity”) in the sum of *[amount of Bond]*[[1]](#footnote-1) *[amount in words]*, for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Principal has submitted a written Tender to the Procuring Entity dated the \_\_\_ day of \_\_\_\_\_\_, 20\_\_, for the supply and delivery of *[general description of goods]* (hereinafter called the “Tender”).

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:

1. withdraws its Tender during the period of tender validity specified in the Form of Tender; or
2. having been notified of the acceptance of its Tender by the Procuring Entity during the period of Tender validity; (i) fails or refuses to execute the Contract Form; or (ii) fails or refuses to furnish the Performance Security, if required, in accordance with the Instructions to Tenderers.

then the Surety undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity’s first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

The Surety hereby agrees that its obligation will remain in full force and effect up to and including the date 28 days after the date of expiration of the Tender validity as stated in the Invitation to Tender or extended by the Procuring Entity at any time prior to this date, notice of which extension(s) to the Surety being hereby waived.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused these presents to be executed in their respective names this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_.

Principal: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Surety: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
 Corporate Seal (where appropriate)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
*(Signature) (Signature)  
(Printed name and title) (Printed name and title)*

Tender-Securing Declaration

*[The Tenderer shall fill in this Form in accordance with the instructions indicated.]*

Date: *[date (as day, month and year)]*

Tender No.: *[number of tendering process]*

To: *[complete name of Procuring Entity]*

We, the undersigned, declare that:

We understand that, according to your conditions, tenders must be supported by a Tender-Securing Declaration.

We accept that we will automatically be suspended from being eligible for tendering in any contract with the Procuring Entity for the period of time of *[number of months or years]* starting on *[date],* if we are in breach of our obligation(s) under the tender conditions, because we:

(a) have withdrawn our Tender during the period of tender validity specified in the Form of Tender; or

(b) having been notified of the acceptance of our Tender by the Procuring Entity during the period of tender validity, (i) fail or refuse to execute the Contract; or (ii) fail or refuse to furnish the Performance Security, if required, in accordance with the ITT.

We understand this Tender Securing Declaration shall expire if we are not the successful Tenderer, upon the earlier of (i) our receipt of your notification to us of the name of the successful Tenderer; or (ii) twenty-eight days after the expiration of our Tender.

Signed:…………….. *[signature of person whose name and capacity are shown]*

In the capacity of ……….. *[legal capacity of person signing the Tender Securing Declaration]*

Name:…………… *[complete name of person signing the Tender Securing Declaration]*

Duly authorized to sign the tender for and on behalf of: …………..*[complete name of Tenderer]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ *[date of signing]*

Corporate Seal (where appropriate)

*[Note: In case of a Joint Venture, the Tender Securing Declaration must be in the name of all partners to the Joint Venture that submits the tender.]*

Section V. Eligible Countries

**Eligibility for the Provision of Goods in Public Procurement**

1. The Government of the Maldives permits firms and individuals from all countries to offer goods for publicly funded contracts.

2. As an exception, firms of a Country or goods manufactured in a Country may be excluded if:

i) as a matter of law or official regulation, the Republic of Maldives prohibits commercial relations with that Country, or

ii) by an Act of Compliance with a Decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Republic of Maldives prohibits any import of goods from that Country or any payments to persons or entities in that Country.

3. For the information of Tenderers, at the present time firms, goods and services from the following countries are excluded from this tendering:

**No countries at excluded from tendering.**

# PART 2 – Supply Requirements

|  |
| --- |
| Section VII. Schedule of Requirements |

**Contents**

1. List of Goods and Delivery Schedule 44

2. List of Related Services and Completion Schedule 48

3. Technical Specifications 49

4. Drawings 70

5. Inspections and Tests 71

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 1. List of Goods and Delivery Schedule  *[The Procuring Entity shall fill in this table, with the exception of the column “Tenderer’s offered Delivery date” to be filled by the Tenderer]* | | | | | | | |
| **Line Item**  **No** | **Description of Goods** | **Quantity** | **Physical Unit** | **Final (Project Site) Destination as specified in BDS** | **Delivery (as per Incoterms) Date** | | |
| **Earliest Delivery Date** | **Latest Delivery Date** | **Tenderer’s offered Delivery date [*to be provided by the Tenderer*]** |
| 1 | Central Distribution Server | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 2 | 43” LCD Monitor | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 3 | 65” LCD Monitor | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 4 | H264 Encoder | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 5 | Digital Signage Player | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 6 | Cabling | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 7 | The Set-top Boxes | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 8 | Network Audio Streaming Device | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 9 | Digital Presentation System with Integrated Controller | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 10 | Projector | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 11 | Motorized Projection Screen | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 12 | Digital Congress System | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 13 | Ceiling Speaker | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 14 | Touchpad for Controlling | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 15 | Multi-format Plate | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 16 | HDMI Plate | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 17 | Network audio streaming device | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 18 | Other accessories | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 19 | Rack | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 20 | Multichannel power Amplifier | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 21 | Solid-state Digital Audio Network Recorder | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 22 | Digital Matrix Mixer with Integrated Pre-Amplifier | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 23 | Integrated Controller | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 24 | Mobile Wireless Microphone | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 25 | Digital Audio Matrix Switcher | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 26 | Presentation / Video Scaler | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 27 | Gigabit PoE Splitter | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 28 | IP Audio Stream Decoder and Player | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 29 | Fixed condenser microphones | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 30 | Headphone-Out Ports | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 31 | Receiver | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 32 | Digital Message Announcer | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 33 | Buttons | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 34 | Wall mount for displays | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 35 | Mobile wireless lapel microphone | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 36 | 2x2 HDMI Matrix Switcher | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 37 | Projection Screen | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 38 | Fixed microphones | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 39 | Mobile wireless condenser microphone | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 40 | Headphone-Out Ports | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 41 | Receiver with Airplay | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |
| 42 | Digital message announcer | Pls see technical specifications | Pls see technical specifications | People’s Majlis Secretariat, Male’, Maldives | - | 90 days from the award of contract |  |

|  |
| --- |
| 2. List of Related Services and Completion Schedule |

| **Service No** | **Description of Service** | **Quantity1** | **Physical Unit** | **Place where Services shall be performed** | **Final Completion Date(s) of Services** |
| --- | --- | --- | --- | --- | --- |
|
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| 1. If applicable | | | | | |

3. Technical Specifications and Quantities

***Summary of Technical Specifications****. The Goods and Related Services shall comply with the following Technical Specifications and Standards:*

**Table 0: Global Specifications**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***a*** | ***b*** | | | | ***c*** |
| ***#*** | ***Item description and full technical specification required*** | | | | ***Specification and compliance of items offered*** |
| * 1. **Cabling** | | | | | |
| 0.1.1 | | Cabling | Quantity:  Location: | * + All video must be over CAT6 UTP unless >100M. Optical Fiber must be used if length of an individual cable is longer than >100M   + All control must be over at CAT5e or better   + Color coding cables is mandatory   + Any standalone mono audio cabling must be done via 2 core shielded 24ga (or better) cabling   + All cabling must adhere to structured cabling guidelines and best practices |  |
| **0.2 Documentation** | | | | | |
| 0.2.1 | | Documentation | Quantity:  Location: | * + All hardware and both end points of cables must be given unique identification codes   + All documentation must be done on Google Docs and Google Sheets shared with Majlis technical staff   + Microsoft Visio drawings of room setups are required with all unique labels present   + High level topology maps for VOD and PA systems must be provided |  |

**Table 1: Building-wide AV Distribution**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***a*** | ***b*** | | | | ***c*** |
| ***#*** | ***Item description and full technical specification required*** | | | | ***Specification and compliance of items offered*** |
| **1.1 IPTV VOD Distribution System** | | | | | |
| 1.1.1 | | Central Distribution Server | Quantity: 1  Location:  7th Floor | * + Manage video encoders   + Management of set-top boxes   + A control API   + Record streaming video   + Playback video on demand   + Create custom IP broadcast channels   + Active Directory integration preferred |  |
| 1.1.2 | | 43” LCD Monitor | Quantity: 52  Location:   * Ground F: 3 * 1st Floor: 3 * 3rd Floor: 10 * 4th Floor: 2 * 5th Floor: 2 * 7th Floor: 5 * 8th Floor: 6 * 9th Floor: 7 * 10th Floor: 11 * 11th Floor: 2 * 12th Floor: 1 | * + Diagonal length of 43 inches   + Industrial public display, not a consumer range television   + Built in set-top box compatible with the IP streams from the central distribution server   + Native resolution of Full HD (1920 x 1080)   + Ultra-wide viewing angle of 178 degrees   + Must be wall-mounted   + Must be controlled via RS-232 or IP.   + Input types:     - Mini D-Sub 15-pin     - 2 x HDMI     - 1 x DVD-D     - 1 x DisplayPort     - Composite BNC     - S-Terminal     - RS-232 and Ethernet control |  |
| 1.1.3 | | 65” LCD Monitor | Quantity: 2  Location: 1st Floor | * + Diagonal length of 65 inches   + Industrial public display not a consumer range television   + Built in set-top box compatible with the IP streams from the central distribution server   + Native resolution of Full HD (1920 x 1080)   + Ultra-wide viewing angle of 178 degrees   + Must be wall-mounted   + Input types:     - Mini D-Sub 15-pin     - 2 x HDMI     - 1 x DVD-D     - 1 x DisplayPort     - Composite BNC     - S-Terminal   + RS-232 and Ethernet control |  |
| 1.1.4 | | H264 Encoder | Quantity: 12  Location: 7th Floor server room | * + HDMI input with separate HDCP decryption device if required   + Fully compatible with central video distribution server   + Can be separate devices or modules of a head-end unit   + Rack mountable |  |
| 1.1.5 | | Digital Signage Player | Quantity: 1  Location: | * + Can be a separate device or a software based solution   + Can output an H264 stream compatible with the building-wide video distribution |  |
| 1.1.6 | | Cabling | Quantity:  Location: | * Minimum amount of cabling to reduce the complexity of wiring and ease future troubleshooting. * All cabling must be done via high quality UTP (Unshielded Twisted Pair) cable. * Lengthier cabling (>100M) must be done via optical fiber. |  |
| **1.2 Old Building Camera Room** | | | | | |
| 1.2.1 | H264 Encoder | | Quantity: 1  Location: | * HDMI input * Fully compatible with central video distribution server * Can be separate a device or module of a head-end unit * Rack mountable |  |
| 1.2.2 | Network Audio Streaming Device | | Quantity: 1  Location: 7th Floor server room | * Low latency MP3 encoding * Stream to HTTP, RTSP and act as a Shoutcast/Icecast source * Controllable via RS-232 or IP |  |

**Table 2: Meeting/Committee Rooms**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| ***a*** | ***b*** | | | | ***c*** |
| ***#*** | ***Item description and full technical specification required*** | | | | ***Specification and compliance of items offered*** |
| **2.1 18, 20, 22 and 25 MPs committee Rooms** | | | | | |
| 2.1.1 | | Digital Presentation System with Integrated Controller | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * 6 inputs and 2 outputs for a total of 6 x 2 matrix switching capability * Both analog (VGA) and digital video inputs (HDMI and DVI) and outputs * An integrated audio amplifier of 40W * An integrated microphone mixer that provides phantom power. * Enough control ports to control all the AV equipment in the room * Should have a video scaler built in to scale standard definition video feeds to the native high definition resolution of the displays in the room. |  |
| 2.1.2 | | Projector | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * DLP projection technology * 5000 lumens max brightness * Lamp life of at least 1500 hours on bright mode * Native resolution of WUXGA (1920 x 1200) * HDMI, VGA and DVI inputs * RS-232 or IP based control * RJ45 Ethernet * Warranty must cover lamp replacements for the duration of the warranty. * Should be accompanied by grey high contrast motorized screens that are in the same aspect ratio (image width-to-height ratio) as the projector. * The screens must be mounted so that they would not be apparent while completely rolled up. |  |
| 2.1.3 | | Motorized Projection Screen | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * Aspect ratio: 16:10 * Diagonal length: 94 inches * High contrast grey color * Remote controllable |  |
| 2.1.4 | | 43” LCD Monitor | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * Diagonal length of 43 inches. * Industrial public display with high MTBF (Mean Time Between Failure), not a consumer range television. * Built in set-top box compatible with the IP streams from the central distribution server. * Built in set-top box. * Native resolution of Full HD (1920 x 1080) * Ultra-wide viewing angle of 178 degrees * Input types:   + - * Mini D-Sub 15-pin       * 2 x HDMI       * 1 x DVD-D       * 1 x DisplayPort       * Composite BNC       * S-Terminal       * RS-232 and Ethernet control       * 1 wall mount for each LCD monitor must be provided. * Must be of high brightness. * Should be wall-mounted***.*** |  |
| 2.1.5 | | Digital Congress System | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - 2 chairman units.     - 25 delegate units.     - Conference microphone electret with illuminant ring     - Central digital discussion unit     - Interactive software (must support Microsoft PowerPoint as an add-in):       * Different modes of interaction:         + Standard vote         + Attendance check         + Group allocate         + Handheld allocate         + Parliament vote         + Ranking         + Shoot out       * Ad hoc vote       * Voting time:         + Manual start/stop         + Specification of time       * Quiz mode with facility for score allocation       * Input of legend description       * Different graphical analysis         + Diagram         + Bar graph         + Pie chart, etc.       * Tabular analysis       * Different generating of reports (name lists, detailed lists of voting results, summary lists, cross tables)       * Seat management       * Must have separate control software that can be installed on a standard computer running Windows and must have a customizable layout. |  |
| 2.1.6 | | Ceiling Speaker | Quantity: 2 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - Two-way wide dispersion.     - Must be ceiling mounted |  |
| 2.1.7 | | Touchpad for Controlling | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - 4.3” diagonal screen size     - Application to control all equipment in the room.     - Must be located on the secretary table. |  |
| 2.1.8 | | Multi-format Plate | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - HDMI, VGA and stereo audio inputs     - Standard British power socket     - Ethernet LAN port     - Must be mounted on the conference table. |  |
| 2.1.9 | | HDMI Plate | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - HDMI input only     - Must be mounted on the secretary table |  |
| 2.1.10 | | Network audio streaming device | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - Low latency MP3 encoding     - Stream to HTTP, RTSP and act as a Shoutcast/Icecast source     - Controllable via RS-232 or IP     - Must be able to send the committee audio feed to the central recording stations and the Hansard via Ethernet.     - Must have the ability to disengage all recording with a single button press if required by the chairman of the committee*.* |  |
| 2.1.11 | | Other accessories | Quantity:  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - Cables     - Software licenses     - Wall/floor plates and ports |  |
| 2.1.12 | | Rack | Quantity: 1 / room  Location:  5th Floor (6 rooms)  8th Floor (1 room) | * + - 12-15U     - PDU included |  |
| **2.2 30 and 34 MPs committee Rooms** | | | | | |
| 2.2.1 | | Digital Presentation System with Integrated Controller | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - 7 inputs and 4 outputs for a total of 7 x 4 matrix switching capability.     - Both analog (VGA) and digital video inputs (HDMI and DVI) and outputs     - An integrated audio amplifier of 40W     - An integrated microphone mixer that provides phantom power.     - Enough control ports to control all the AV equipment in the room     - Should have a video scaler built in to scale standard definition video feeds to the native high definition resolution of the displays in the room.     - Should have a video scaler built in to scale standard definition video feeds to the native high definition resolution of the displays in the room. |  |
| 2.2.2 | | Projector | Quantity: 2 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - DLP projection technology     - 5000 lumens max brightness     - Lamp life of at least 1500 hours on bright mode     - Native resolution of WUXGA (1920 x 1200)     - HDMI, VGA and DVI inputs     - RJ45 Ethernet     - RS-232 or IP based control     - Warranty must cover lamp replacements for the duration of the warranty     - Should be accompanied by grey high contrast motorized screens that are in the same aspect ratio (image width-to-height ratio) as the projector.     - The screens must be mounted so that they would not be apparent while completely rolled up. |  |
| 2.2.3 | | Motorized Projection Screen | Quantity: 2 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - Aspect ratio: 16:10     - Diagonal length: 94 inches     - High contrast grey color     - Remote controllable |  |
| 2.2.4 | | 43” LCD Monitor | Quantity: 2 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - Diagonal length of 43 inches     - Industrial public display with high MTBF (Mean Time Between Failure), not a consumer range television     - Built in set-top box compatible with the IP streams from the central distribution server     - Native resolution of Full HD (1920 x 1080)     - Ultra-wide viewing angle of 178 degrees     - Input types:     - Mini D-Sub 15-pin     - 2 x HDMI     - 1 x DVD-D     - 1 x DisplayPort     - Composite BNC     - S-Terminal     - RS-232 and Ethernet control     - Wall mount for each LCD monitor |  |
| 2.2.5 | | Digital Conference System | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - 3 chairman units     - 40 delegate units     - Conference microphone electret with illuminant ring     - Central digital discussion unit     - Interactive software (must support Microsoft PowerPoint as an add-in):       * Different modes of interaction:         + Standard vote         + Attendance check         + Group allocate         + Handheld allocate         + Parliament vote         + Ranking         + Shoot out       * Ad hoc vote       * Voting time:         + Manual start/stop         + Specification of time       * Quiz mode with facility for score allocation       * Input of legend description       * Different graphical analysis         + Diagram         + Bar graph         + Pie chart, etc.       * Tabular analysis       * Different generating of reports (name lists, detailed lists of voting results, summary lists, cross tables)       * Seat management       * Must have separate control software that can be installed on a standard computer running Windows and must have a customizable layout. |  |
| 2.2.6 | | Ceiling speaker | Quantity: 4 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - Two-way wide dispersion.     - Must be ceiling mounted. |  |
| 2.2.7 | | Touchpad for Controlling | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - 4.3” diagonal screen size.     - Application to control all equipment in the room.     - Must be located on the secretary table. |  |
| 2.2.8 | | Multi-format Plate | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - HDMI, VGA and stereo audio inputs     - Standard British power socket     - Ethernet LAN port     - Must be mounted on the conference table |  |
| 2.2.9 | | HDMI Plate | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - HDMI input only     - Must be mounted on the secretary table |  |
| 2.2.10 | | Network audio streaming device | Quantity: 1 / room  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - Low latency MP3 encoding     - Stream to HTTP, RTSP and act as a Shoutcast/Icecast source     - Controllable via RS-232     - Must be able to send the committee audio feed to the central recording stations and the Hansard via Ethernet.     - Must have the ability to disengage all recording with a single button press if required by the chairman of the committee*.* |  |
| 2.2.11 | | Other accessories | Quantity:  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - Cables     - Software Licenses     - Wall/floor plates and ports |  |
| 2.2.12 | | Rack | Quantity: 1  Location:  5th Floor (1 room)  8th Floor (1 room) | * + - 12-15U     - PDU included |  |
| **2.3 Staff Training/cum/conference/meeting room** | | | | | |
| 2.3.1 | | Digital Presentation System with Integrated Controller | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * 6 inputs and 2 outputs for a total of 6 x 2 matrix switching capability * Both analog (VGA) and digital video inputs (HDMI and DVI) and outputs * An integrated audio amplifier of 40W * An integrated microphone mixer that provides phantom power. * Enough control ports to control all the AV equipment in the room * Should have a video scaler built in to scale standard definition video feeds to the native high definition resolution of the displays in the room. |  |
| 2.3.2 | | Projector | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * DLP projection technology * 5000 lumens max brightness * Lamp life of at least 1500 hours on bright mode * Native resolution of WUXGA (1920 x 1200) * HDMI, VGA and DVI inputs * RS-232 or IP based control * RJ45 Ethernet * Warranty must cover lamp replacements for the duration of the warranty. * Should be accompanied by grey high contrast motorized screens that are in the same aspect ratio (image width-to-height ratio) as the projector. * The screens must be mounted so that they would not be apparent while completely rolled up. |  |
| 2.3.3 | | Motorized Projection Screen | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * Aspect ratio: 16:10 * Diagonal length: 94 inches * High contrast grey color * Remote controllable |  |
| 2.3.4 | | 43” LCD Monitor | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * Diagonal length of 43 inches. * Industrial public display with high MTBF (Mean Time Between Failure), not a consumer range television. * Built in set-top box compatible with the IP streams from the central distribution server. * Native resolution of Full HD (1920 x 1080) * Ultra-wide viewing angle of 178 degrees * Input types:   + - * Mini D-Sub 15-pin       * 2 x HDMI       * 1 x DVD-D       * 1 x DisplayPort       * Composite BNC       * S-Terminal       * RS-232 and Ethernet control       * 1 wall mount for each LCD monitor must be provided. * Must be of high brightness. * Should be wall-mounted***.*** |  |
| 2.3.5 | | Digital Congress System | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - 2 chairman units.     - 20 delegate units.     - Conference controller |  |
| 2.3.6 | | Ceiling Speaker | Quantity: 2 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - Two-way wide dispersion.     - Must be ceiling mounted |  |
| 2.3.7 | | Touchpad for Controlling | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - 4.3” diagonal screen size     - Application to control all equipment in the room.     - Must be located on the secretary table. |  |
| 2.3.8 | | Multi-format Plate | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - HDMI, VGA and stereo audio inputs     - Standard British power socket     - Ethernet LAN port     - Must be mounted on the conference table. |  |
| 2.3.9 | | HDMI Plate | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - HDMI input only     - Must be mounted on the secretary table |  |
| 2.3.10 | | Other accessories | Quantity:  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - Cables     - Software licenses     - Wall/floor plates and ports |  |
| 2.3.11 | | Rack | Quantity: 1 / room  Location:  9th Floor (1 room)  10th Floor (1 room) | * + - 12-15U     - PDU included |  |

**Table 3: Specialized Rooms**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| ***a*** | | ***b*** | | | | ***c*** |
| ***#*** | | ***Item description and full technical specification required*** | | | | ***Specification and compliance of items offered*** |
| **3.1 Large and Small Halls** | | | | | | |
| 3.1.1 | | Digital Matrix Mixer with Integrated Pre-Amplifier | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - 8 channels of input     - RS-232 or IP control |  |
| 3.1.2 | | Integrated Controller | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Enough control ports to manage all the audiovisual equipment in the room     - RJ45 Ethernet port |  |
| 3.1.3 | | Multichannel Power Amplifier | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Enough power to drive 10 ceiling speakers in large hall.     - Enough power to drive 4 ceiling speakers in small halls. |  |
| 3.1.4 | | Microphone | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Mobile wireless lapel microphone |  |
| 3.1.5 | | Matrix Switcher | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - 2x2 HDMI |  |
| 3.1.6 | | Projector | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - DLP projection technology     - Short throw     - Lamp life of at least 1500 hours on bright mode     - Native resolution of WUXGA (1920 x 1200)     - HDMI, VGA and DVI inputs     - RJ45 Ethernet     - RS-232 or IP control     - Warranty must cover replacements for the duration of the warranty |  |
| 3.1.7 | | Projection Screen | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Aspect ratio: 16:10     - Diagonal length: 106 inches     - High contrast grey color |  |
| 3.1.8 | | Ceiling Speakers | | Quantity:  10 / large hall  4 / small hall  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Two-way wide dispersion     - Must be ceiling mounted |  |
| 3.1.9 | | Presentation / Video Scaler | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Automatic Resolution and mode detection |  |
| 3.1.10 | | Touchpad for Controlling | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Mounted on the secretary table     - 4.3 inches diagonal screen size     - Application to control all equipment in the room |  |
| 3.1.11 | | Network Audio Streaming Device | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Low latency MP3 encoding     - Stream to HTTP, RTSP and act as a Shoutcast/Icecast source     - Controllable via RS-232 or IP     - Must be able to send the committee audio feed to the central recording stations and the Hansard via Ethernet. |  |
| 3.1.12 | | Solid-state Digital Audio Network Recorder | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Ethernet Connectivity     - Web management interface     - WAV and MP3 recording     - Scheduling of automatic recording and archival     - Automatic archival to network location     - Records to solid-state media     - WAV or MP3 Recording     - Records up to 24-bit/48kHz     - XLR and RCA Analog I/O     - AES/EBU and S/PDIF Digital I/O     - RS-232 or IP control     - Rack-mountable     - Solid-state media included |  |
| 3.1.13 | | Rack | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - 42 U     - PDU included |  |
| 3.1.14 | | Other accessories | | Quantity: 1 / room  Location:  4th Floor (1 large hall)  4th Floor (2 small halls) | * + - Cables     - Software licenses     - Wall/floor plates and ports |  |
| **3.2 Central Recording Station of the Committee** | | | | | | |
| 3.2.1 | Gigabit PoE Splitter | | Quantity: 10 / room  Location:  5th Floor (1 room) | | * + - 12V DC / 24V DC output voltage     - IEEE 802.3at high-power PoE     - 2 external plug cables |  |
| 3.2.2 | IP Audio Stream Decoder and Player | | Quantity: 10 / room  Location:  5th Floor (1 room) | | * + - AACplus, MP3, Ogg Vorbis, G.711, PCM linear Decoding     - IP Streaming via TCP, UDP, RTP, Multicast     - Line Level Output (Stereo)     - RS-232 or IP control     - Rack mounting bracket must be provided.     - Must be able to decode HTTP and RTSP streams.     - Must have one for each committee room on their respective floors. |  |
| 3.2.3 | Solid-state Digital Audio Network Recorder | | Quantity: 10 / room  Location:  5th Floor (1 room) | | * + - LAN (Local Area Network) / Ethernet Connectivity     - Web management interface which allows scheduling recordings, download previously recorded content and schedule archival of files to the main SAN (Storage Area Network) array in the 7th floor server room automatically without additional user intervention.     - WAV and MP3 recording     - Scheduling of automatic recording and archival     - Automatic archival to network location     - WAV or MP3 Recording     - Records up to 24-bit/48kHz     - XLR and RCA Analog I/O     - AES/EBU and S/PDIF Digital I/O     - RS-232 or IP control     - Rack-mountable     - Solid-state media included instead of spinning mechanical disks.     - Must have one for each committee room on their respective floors.     - Must have analog balanced inputs and outputs, analog RCA inputs and outputs and digital inputs and outputs.     - Must be able to initiate recording with a single physical button press. |  |
| 3.2.4 | Digital Audio Matrix Switcher | | Quantity: 1 / room  Location:  5th Floor (1 room) | | * + - At least 10 inputs and 1 output     - RS-232 control |  |
| 3.2.5 | Integrated Controller | | Quantity: 1 / room  Location:  5th Floor (1 room) | | * + - Enough RS-232 control ports for all equipment in the room     - Keypad with programmed “Select”, “Recording Start” and “Recording Stop” buttons for each of the venues     - The “Select” button must switch the audio matrix switcher input so it can be used alongside a pair headphones for easy operation. |  |
| 3.2.6 | Rack | | Quantity: 1 / room  Location:  5th Floor (1 room) | | * + - 42U     - PDU included |  |
| 3.2.7 | Other accessories | | Quantity: 1 / room  Location:  5th Floor (1 room) | | * + - Cables     - Software licenses     - Wall/floor plates and ports |  |
| **3.3 Press Room** | | | | | | |
| 3.3.1 | Integrated Controller | | Quantity: 1 / room  Location:  7th Floor (1 room) | | * + - Enough control ports for all audiovisual equipment in the room |  |
| 3.3.2 | Digital Matrix Mixer with Integrated Pre-Amplifier | | Quantity: 1 / room  Location:  7th Floor (1 room) | | * + - Eight balanced microphone inputs each providing phantom power     - RS-232 control |  |
| 3.3.3 | Fixed condenser microphones | | Quantity: 5 / room  Location:  7th Floor (1 room) | | * + - Mounted on the table |  |
| 3.3.4 | Microphone | | Quantity: 2 / room  Location:  7th Floor (1 room) | | * + - Mobile wireless microphone |  |
| 3.3.5 | Multichannel Power Amplifier | | Quantity: 1 / room  Location:  7th Floor (1 room) | | * + - Enough power to drive 6 ceiling speakers |  |
| 3.3.6 | Ceiling Speakers | | Quantity: 2  Location:  7th Floor (1 room) | | * + - Two-way wide dispersion     - Must be ceiling mounted |  |
| 3.3.7 | Touchpad for Controlling | | Quantity: 1 / room  Location:  7th Floor (1 room) | | * + - 4.3” diagonal screen size |  |
| 3.3.8 | Rack | | Quantity: 1 / room  Location:  7th Floor (1 room) | | * + - 12-15U     - PDU included |  |
| 3.3.9 | Other accessories | | Quantity:  Location:  7th Floor (1 room) | | * + - Cables     - Software licenses     - Wall/floor plates and ports |  |
| **3.4 Hansard Section** | | | | | | |
| 3.4.1 | Integrated Controller | | Quantity: 1  Location: 9th Floor | | * + - Enough control ports for all audiovisual equipment in the room. |  |
| 3.4.2 | Gigabit PoE Splitter | | Quantity: 21  Location: 9th Floor | | * + - 12V DC / 24V DC output voltage     - IEEE 802.3at high-power PoE     - 2 external plug cables |  |
| 3.4.3 | IP Audio Stream Decoder and Player | | Quantity: 21  Location: 9th Floor | | * + - AACplus, MP3, Ogg Vorbis, G.711, PCM linear Decoding     - IP Streaming via TCP, UDP, RTP, Multicast     - Line Level Output (Stereo)     - RS-232 or IP control     - Rack mounting bracket must be provided |  |
| 3.4.4 | Digital Audio Matrix Switcher | | Quantity: 1  Location: 9th Floor | | * + - At least 21 inputs and 20 outputs     - RS-232 control |  |
| 3.4.5 | Headphone-Out Ports for All Workstations | | Quantity: 20  Location: 9th Floor | |  |  |
| 3.4.6 | Touchpad For Controlling | | Quantity: 1  Location: 9th Floor | | * + - 4.3 inches diagonal screen size |  |
| 3.4.7 | Rack | | Quantity: 1  Location: 9th Floor | | * + - 12-15U     - PDU included |  |
| **3.5 Gym** | | | | | | |
| 3.5.1 | Receiver | | Quantity: 1  Location: 12th Floor | | * + - With Apple Airplay and Google Cast support |  |
| 3.5.2 | Ceiling Speakers | | Quantity: 4  Location: 9th Floor | | * + - Two-way wide dispersion     - Must be ceiling mounted |  |
| 3.5.3 | Multichannel Power Amplifier | | Quantity: 1  Location: 9th Floor | | * + - Enough power to drive 4 ceiling speakers |  |

**Table 4: Public Announce (PA) System**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***a*** | ***b*** | | | ***c*** |
| ***#*** | ***Item description and full technical specification required*** | | | ***Specification and compliance of items offered*** |
| 4.1 | Digital Message Announcer | Quantity:  1 / room  Location: | * + - Plays MP3 files or WAV files     - Standard SD card digital message storage     - On board Play, FF, Rewind and Stop controls (with remote capability)     - Contact closure file replay triggers     - RS-485 control     - Capacity of up to 255 messages     - Stereo In/Out     - Onboard 20-watt-per-channel D-class amplifier |  |
| 4.2 | Digital Matrix Mixer/Pre-Amplifier | Quantity:  1 / room  Location: | * + - 2 audio inputs |  |
| 4.3 | Multichannel Power Amplifier | Quantity: 13  Location: | * + - One amplifier per floor     - 4 channels     - 500W per channel |  |
| 4.4 | Ceiling speaker | Quantity: 260 | * + - 20 speakers per floor     - Two-way wide dispersion     - Must be ceiling mounted |  |
| 4.5 | Buttons | Quantity: 4  Location: | * + - Must be configured for different chimes in the multipurpose room and old chamber. |  |

Bidders are required to present their proposed designs which constitute of the following.

* Drawings
* Macro design of rooms
* Layout
* Arrangement
* Cabling Design

The detailed technical evaluation will examine the technical specification of the items offered in column c and determine whether this meets the minimum specification in column b. Tenderers must complete column c or their bid will be rejected. Tenderers **are required to include technical literature to support the details provided in column c**

4. Drawings

These Tendering Documents include ***the floor plan*** drawings of the new parliamentary building approved by Ministry of Housing and Infrastructure. Attached in appendix …

Additionally, bidders are required to provide detailed drawings of their designs.

5. Inspections and Tests

The following inspections and tests shall be performed: ***Not Applicable***

# PART 3 - Contract

|  |
| --- |
| Section VIII. General Conditions of Contract |

**Table of Clauses**

1. Definitions 77

2. Contract Documents 77

3. Fraud and Corruption 78

4. Interpretation 78

5. Language 79

6. Joint Venture, Consortium or Association 79

7. Eligibility 80

8. Notices 80

9. Governing Law 80

10. Settlement of Disputes 80

11. Inspections and Audit by the Government 81

12. Scope of Supply 81

13. Delivery and Documents 81

14. Supplier’s Responsibilities 81

15. Contract Price 81

16. Terms of Payment 81

17. Taxes and Duties 82

18. Performance Security 82

19. Copyright 82

20. Confidential Information 82

21. Subcontracting 83

22. Specifications and Standards 83

23. Packing and Documents 84

24. Insurance 84

25. Transportation 84

26. Inspections and Tests 84

27. Liquidated Damages 85

28. Warranty 85

29. Patent Indemnity 86

30. Limitation of Liability 87

31. Change in Laws and Regulations 87

32. Force Majeure 87

33. Change Orders and Contract Amendments 87

34. Extensions of Time 88

35. Termination 88

36. Assignment 89

37. Export Restriction 89

**Section VIII. General Conditions of Contract**

|  |  |  |
| --- | --- | --- |
| 1. Definitions   1.1 The following words and expressions shall have the meanings hereby assigned to them: “Completion” means the fulfilment of the Related Services by the Supplier in accordance with the terms and conditions set forth in the Contract.“Contract” means the Contract Agreement entered into between the Procuring Entity and the Supplier, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.“Contract Documents” means the documents listed in the Contract Agreement, including any amendments thereto.“Contract Price” means the price payable to the Supplier as specified in the Contract Agreement, subject to such additions and adjustments thereto or deductions there from, as may be made pursuant to the Contract.“Day” means calendar day.“GCC” means the General Conditions of Contract.“Goods” means all of the commodities, raw material, machinery and equipment, and/or other materials that the Supplier is required to supply to the Procuring Entity under the Contract.“Procuring Entity” means the entity purchasing the Goods and Related Services, as specified in the **SCC.**“Related Services” means the services incidental to the supply of the goods, such as insurance, installation, training and initial maintenance and other such obligations of the Supplier under the Contract.“SCC” means the Special Conditions of Contract.“Subcontractor” means any natural person, private or government entity, or a combination of the above, to whom any part of the Goods to be supplied or execution of any part of the Related Services is subcontracted by the Supplier.“Supplier” means the natural person, private or government entity, or a combination of the above, whose tender to perform the Contract has been accepted by the Procuring Entity and is named as such in the Contract Agreement.“The Project Site,” where applicable, means the place named in the **SCC.** | | |
| 1. Contract Documents    1. Subject to the order of precedence set forth in the Contract Agreement, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory. The Contract Agreement shall be read as a whole. | | |
| 1. Fraud and Corruption   3.1 If the Procuring Entity determines that the Supplier has engaged in corrupt, fraudulent, collusive, coercive or obstructive practices, in competing for or in executing the Contract, then the Procuring Entity may, after giving 14 days notice to the Supplier, terminate the Supplier's employment under the Contract and cancel the contract, and the provisions of Clause 35 shall apply as if such expulsion had been made under Sub-Clause 35.1.  (a) For the purposes of this Sub-Clause:  (i) “corrupt practice” is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;  (ii) “fraudulent practice” is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;  (iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;  (iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;  (v) “obstructive practice” is  (aa) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the Government’s investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or  (bb) acts intended to materially impede the exercise of the Government’s inspection and audit rights provided for under Clause 11 [Inspections and Audits by the Government].  3.2 Should any employee of the Supplier be determined to have engaged in corrupt, fraudulent, collusive, coercive, or obstructive practice during the purchase of the Goods, then that employee shall be removed. | | |
| 1. Interpretation    1. If the context so requires it, singular means plural and vice versa.    2. Incoterms  Unless inconsistent with any provision of the Contract**,** the meaning of any trade term and the rights and obligations of parties there under shall be as prescribed by Incoterms.The terms EXW, CIP, FCA, CFR and other similar terms, when used, shall be governed by the rules prescribed in the current edition of Incoterms specified in the **SCC** and published by the International Chamber of Commerce in Paris, France.  * 1. Entire Agreement   The Contract constitutes the entire agreement between the Procuring Entity and the Supplier and supersedes all communications, negotiations and agreements (whether written or oral) of the parties with respect thereto made prior to the date of Contract.   * 1. Amendment   No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorized representative of each party thereto.   * 1. Non-waiver  Subject to GCC Sub-Clause 4.5(b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.Any waiver of a party’s rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorized representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.  * 1. Severability   If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract. | | |
| 1. Language    1. The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier and the Procuring Entity, shall be written in the language specified in the **SCC.** Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified**,** in which case, for purposes of interpretation of the Contract, this translation shall govern.    2. The Supplier shall bear all costs of translation to the governing language and all risks of the accuracy of such translation, for documents provided by the Supplier. | | |
| 1. Joint Venture, Consortium or Association    1. If the Supplier is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Procuring Entity for the fulfilment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Procuring Entity. | | |
| 1. Eligibility    1. The Supplier and its Subcontractors shall have the nationality of an eligible country. A Supplier or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.    2. All Goods and Related Services to be supplied under the Contract and funded by the Government shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the goods have been grown, mined, cultivated, produced, manufactured, or processed; or through manufacture, processing, or assembly, another commercially recognized article results that differs substantially in its basic characteristics from its components. | | |
| 1. Notices    1. Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the **SCC.** The term “in writing” means communicated in written form with proof of receipt.    2. A notice shall be effective when delivered or on the notice’s effective date, whichever is later. | | |
| 1. Governing Law    1. The Contract shall be governed by and interpreted in accordance with the laws of the Republic of Maldives, unless otherwise specified in the **SCC.** |
| 1. Settlement of Disputes    1. The Procuring Entity and the Supplier shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.    2. If, after twenty-eight (28) days, the parties have failed to resolve their dispute or difference by such mutual consultation, then either the Procuring Entity or the Supplier may give notice to the other party of its intention to commence arbitration, as hereinafter provided, as to the matter in dispute, and no arbitration in respect of this matter may be commenced unless such notice is given. Any dispute or difference in respect of which a notice of intention to commence arbitration has been given in accordance with this Clause shall be finally settled by arbitration. Arbitration may be commenced prior to or after delivery of the Goods under the Contract. Arbitration proceedings shall be conducted in accordance with the rules of procedure **specified in the SCC.**    3. Notwithstanding any reference to arbitration herein,       1. the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and       2. the Procuring Entity shall pay the Supplier any monies due the Supplier. |
| 1. Inspections and Audit by the Government    1. The Supplier shall permit the Government and/or persons appointed by the Government to inspect the Supplier’s offices and/or the accounts and records of the Supplier and its sub-contractors relating to the performance of the Contract, and to have such accounts and records audited by auditors appointed by the Government, if required by the Government. The Supplier’s attention is drawn to Clause 3, which provides, inter alia, that acts intended to materially impede the exercise of the Government’s inspection and audit rights provided for under Sub-Clause 11.1 constitute a prohibited practice subject to contract termination (as well as to a determination of suspension under Government Financial Regulations). |
| 1. Scope of Supply   12.1 The Goods and Related Services to be supplied shall be as specified in the Schedule of Requirements. |
| 1. Delivery and Documents   13.1 Subject to GCC Sub-Clause 33.1, the Delivery of the Goods and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Schedule of Requirements. The details of shipping and other documents to be furnished by the Supplier are specified in the **SCC.** |
| 1. Supplier’s Responsibilities   14.1 The Supplier shall supply all the Goods and Related Services included in the Scope of Supply in accordance with GCC Clause 12, and the Delivery and Completion Schedule, as per GCC Clause 13. |
| 1. Contract Price   15.1 Prices charged by the Supplier for the Goods supplied and the Related Services performed under the Contract shall not vary from the prices quoted by the Supplier in its tender, with the exception of any price adjustments authorized in the **SCC.** |
| 1. Terms of Payment   16.1 The Contract Price, including any Advance Payments, if applicable, shall be paid as specified in the **SCC.**  16.2 The Supplier’s request for payment shall be made to the Procuring Entity in writing, accompanied by invoices describing, as appropriate, the Goods delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 13 and upon fulfilment of all other obligations stipulated in the Contract.  16.3 Payments shall be made promptly by the Procuring Entity, but in no case later than thirty (30) days after submission of an invoice or request for payment by the Supplier, and after the Procuring Entity has accepted it.  16.4 The currencies in which payments shall be made to the Supplier under this Contract shall be those in which the tender price is expressed.  16.5 In the event that the Procuring Entity fails to pay the Supplier any payment by its due date or within the period set forth in the **SCC,** the Procuring Entity shall pay to the Supplier interest on the amount of such delayed payment at the rate shown in the **SCC,** for the period of delay until payment has been made in full, whether before or after judgment or arbitrage award. |
| 1. Taxes and Duties   17.1 Unless otherwise specified in the **SCC**, the Supplier shall be entirely responsible for all taxes, stamp duties, license fees, and other such levies imposed outside or within the Republic of Maldives until delivery of the contracted Goods to the Procuring Entity.  17.2 If any tax exemptions, reductions, allowances or privileges may be available to the Supplier in the Republic of Maldives, the Procuring Entity shall use its best efforts to enable the Supplier to benefit from any such tax savings to the maximum allowable extent. |
| 1. Performance Security   18.1 If required as specified in the SCC, the Supplier shall, within twenty-eight (28) days of the notification of contract award, provide a performance security for the performance of the Contract in the amount specified in the **SCC.**  18.2 The proceeds of the Performance Security shall be payable to the Procuring Entity as compensation for any loss resulting from the Supplier’s failure to complete its obligations under the Contract.  18.3 As specified in the SCC, the Performance Security, if required, shall be denominated in the currency(ies) of the Contract, or in a freely convertible currency acceptable to the Procuring Entity; and shall be in one of the format stipulated by the Procuring Entity in the **SCC,** or in another format acceptable to the Procuring Entity.  18.4 The Performance Security shall be discharged by the Procuring Entity and returned to the Supplier not later than twenty-eight (28) days following the date of Completion of the Supplier’s performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the **SCC.** |
| 1. Copyright   19.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Procuring Entity by the Supplier herein shall remain vested in the Supplier, or, if they are furnished to the Procuring Entity directly or through the Supplier by any third party, including suppliers of materials, the copyright in such materials shall remain vested in such third party |
| 1. Confidential Information   20.1 The Procuring Entity and the Supplier shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Supplier may furnish to its Subcontractor such documents, data, and other information it receives from the Procuring Entity to the extent required for the Subcontractor to perform its work under the Contract, in which event the Supplier shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Supplier under GCC Clause 20.  20.2 The Procuring Entity shall not use such documents, data, and other information received from the Supplier for any purposes unrelated to the contract. Similarly, the Supplier shall not use such documents, data, and other information received from the Procuring Entity for any purpose other than the performance of the Contract.  20.3 The obligation of a party under GCC Sub-Clauses 20.1 and 20.2 above, however, shall not apply to information that: the Procuring Entity or Supplier need to share with other institutions participating in the financing of the Contract;now or hereafter enters the public domain through no fault of that party;can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; orotherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality. 20.4 The above provisions of GCC Clause 20 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.  20.5 The provisions of GCC Clause 20 shall survive completion or termination, for whatever reason, of the Contract. |
| 1. Subcontracting   21.1 The Supplier shall notify the Procuring Entity in writing of all subcontracts awarded under the Contract if not already specified in the tender. Such notification, in the original tender or later shall not relieve the Supplier from any of its obligations, duties, responsibilities, or liability under the Contract.  21.2 Subcontracts shall comply with the provisions of GCC Clauses 3 and 7. |
| 1. Specifications and Standards   22.1 Technical Specifications and Drawings The Goods and Related Services supplied under this Contract shall conform to the technical specifications and standards mentioned in Section VI, Schedule of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the official standards whose application is appropriate to the Goods’ country of origin.The Supplier shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Procuring Entity, by giving a notice of such disclaimer to the Procuring Entity.Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Schedule of Requirements. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Procuring Entity and shall be treated in accordance with GCC Clause 33. |
| 1. Packing and Documents   23.1 The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the goods’ final destination and the absence of heavy handling facilities at all points in transit.  23.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the **SCC,** and in any other instructions ordered by the Procuring Entity. |
| 1. Insurance   24.1 Unless otherwise specified in the **SCC,** the Goods supplied under the Contract shall be fully insured—in a freely convertible currency from an eligible country—against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterms or in the manner specified in the **SCC.** |
| 1. Transportation   25.1 Unless otherwise specified in the **SCC,** responsibility for arranging transportation of the Goods shall be in accordance with the specified Incoterms. |
| 1. Inspections and Tests   26.1 The Supplier shall at its own expense and at no cost to the Procuring Entity carry out all such tests and/or inspections of the Goods and Related Services as are specified in the Schedule of Requirements**.**  26.2 The inspections and tests may be conducted on the premises of the Supplier or its Subcontractor, at point of delivery, and/or at the Goods’ final destination, or in another place in the Republic of Maldives as specified in the Schedule of Requirements**.** Subject to GCC Sub-Clause 26.3, if conducted on the premises of the Supplier or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring Entity.  26.3 The Procuring Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in GCC Sub-Clause 26.2, provided that the Procuring Entity bear all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all travelling and board and lodging expenses.  26.4 Whenever the Supplier is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Procuring Entity. The Supplier shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Procuring Entity or its designated representative to attend the test and/or inspection.  26.5 The Procuring Entity may require the Supplier to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Goods comply with the technical specifications codes and standards under the Contract, provided that the Supplier’s reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impedes the progress of manufacturing and/or the Supplier’s performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the other obligations so affected.  26.6 The Supplier shall provide the Procuring Entity with a report of the results of any such test and/or inspection.  26.7 The Procuring Entity may reject any Goods or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Supplier shall either rectify or replace such rejected Goods or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring Entity, and shall repeat the test and/or inspection, at no cost to the Procuring Entity, upon giving a notice pursuant to GCC Sub-Clause 26.4.  26.8 The Supplier agrees that neither the execution of a test and/or inspection of the Goods or any part thereof, nor the attendance by the Procuring Entity or its representative, nor the issue of any report pursuant to GCC Sub-Clause 26.6, shall release the Supplier from any warranties or other obligations under the Contract. |
| 1. Liquidated Damages   27.1 Except as provided under GCC Clause 32, if the Supplier fails to deliver any or all of the Goods by the Date(s) of delivery or perform the Related Services within the period specified in the Contract, the Procuring Entity may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the **SCC** of the delivered price of the delayed Goods or unperformed Services for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in those **SCC.** Once the maximum is reached, the Procuring Entity may terminate the Contract pursuant to GCC Clause 35. |
| 1. Warranty   28.1 The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.  28.2 Subject to GCC Sub-Clause 22.1(b), the Supplier further warrants that the Goods shall be free from defects arising from any act or omission of the Supplier or arising from design, materials, and workmanship, under normal use in the conditions prevailing in the Maldives.  28.3 Unless otherwise specified in the **SCC,** the warranty shall remain valid for Thirty-six (36) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the **SCC**.  28.4 The Procuring Entity shall give notice to the Supplier stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Procuring Entity shall afford all reasonable opportunity for the Supplier to inspect such defects.  28.5 Upon receipt of such notice, the Supplier shall, within the period specified in the **SCC,** expeditiously repair or replace the defective Goods or parts thereof, at no cost to the Procuring Entity.  28.6 If having been notified, the Supplier fails to remedy the defect within the period specified in the **SCC,** the Procuring Entity may proceed to take within a reasonable period such remedial action as may be necessary, at the Supplier’s risk and expense and without prejudice to any other rights which the Procuring Entity may have against the Supplier under the Contract. |
| 1. Patent Indemnity   29.1 The Supplier shall, subject to the Procuring Entity’s compliance with GCC Sub-Clause 29.2, indemnify and hold harmless the Procuring Entity and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney’s fees and expenses, which the Procuring Entity may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of: the installation of the Goods by the Supplier or the use of the Goods in the Maldives; andthe sale in any country of the products produced by the Goods.Such indemnity shall not cover any use of the Goods or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Goods or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Supplier, pursuant to the Contract. 29.2 If any proceedings are brought or any claim is made against the Procuring Entity arising out of the matters referred to in GCC Sub-Clause 29.1, the Procuring Entity shall promptly give the Supplier a notice thereof, and the Supplier may at its own expense and in the Procuring Entity’s name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.  29.3 If the Supplier fails to notify the Procuring Entity within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Procuring Entity shall be free to conduct the same on its own behalf.  29.4 The Procuring Entity shall, at the Supplier’s request, afford all available assistance to the Supplier in conducting such proceedings or claim, and shall be reimbursed by the Supplier for all reasonable expenses incurred in so doing.  29.5 The Procuring Entity shall indemnify and hold harmless the Supplier and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney’s fees and expenses, which the Supplier may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Procuring Entity. |
| 1. Limitation of Liability   30.1 Except in cases of criminal negligence or wilful misconduct,  (a) the Supplier shall not be liable to the Procuring Entity, whether in contract, tort, or otherwise, for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Supplier to pay liquidated damages to the Procuring Entity and  (b) the aggregate liability of the Supplier to the Procuring Entity, whether under the Contract, in tort or otherwise, shall not exceed the total Contract Price, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the supplier to indemnify the Procuring Entity with respect to patent infringement |
| 1. Change in Laws and Regulations   31.1 Unless otherwise specified in the Contract, if after the date of 28 days prior to date of Tender submission, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in the Republic of Maldives (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Supplier has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 15. |
| 1. Force Majeure   32.1 The Supplier shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.  32.2 For purposes of this Clause, “Force Majeure” means an event or situation beyond the control of the Supplier that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Supplier. Such events may include, but not be limited to, acts of the Procuring Entity in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.  32.3 If a Force Majeure situation arises, the Supplier shall promptly notify the Procuring Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring Entity in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event. |
| 1. Change Orders and Contract Amendments   33.1 The Procuring Entity may at any time order the Supplier through notice in accordance GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following: drawings, designs, or specifications, where Goods to be furnished under the Contract are to be specifically manufactured for the Procuring Entity;the method of shipment or packing;the place of delivery; andthe Related Services to be provided by the Supplier. 33.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Supplier’s performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery/Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Supplier for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Supplier’s receipt of the Procuring Entity’s change order.  33.3 Prices to be charged by the Supplier for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.  33.4 Subject to the above, no variation in or modification of the terms of the Contract shall be made except by written amendment signed by the parties. |
| 1. Extensions of Time   34.1 If at any time during performance of the Contract, the Supplier or its subcontractors should encounter conditions impeding timely delivery of the Goods or completion of Related Services pursuant to GCC Clause 13, the Supplier shall promptly notify the Procuring Entity in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Supplier’s notice, the Procuring Entity shall evaluate the situation and may at its discretion extend the Supplier’s time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.  34.2 Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Supplier in the performance of its Delivery and Completion obligations shall render the Supplier liable to the imposition of liquidated damages pursuant to GCC Clause 26, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 34.1. |
| 1. Termination   35.1 Termination for Default The Procuring Entity, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Supplier, may terminate the Contract in whole or in part:if the Supplier fails to deliver any or all of the Goods within the period specified in the Contract, or within any extension thereof granted by the Procuring Entity pursuant to GCC Clause 34;if the Supplier fails to perform any other obligation under the Contract; orif the Supplier, in the judgment of the Procuring Entity has engaged in fraud and corruption, as defined in GCC Clause 3, in competing for or in executing the Contract.In the event the Procuring Entity terminates the Contract in whole or in part, pursuant to GCC Clause 35.1(a), the Procuring Entity may procure, upon such terms and in such manner as it deems appropriate, Goods or Related Services similar to those undelivered or not performed, and the Supplier shall be liable to the Procuring Entity for any additional costs for such similar Goods or Related Services. However, the Supplier shall continue performance of the Contract to the extent not terminated. 35.2 Termination for Insolvency. The Procuring Entity may at any time terminate the Contract by giving notice to the Supplier if the Supplier becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Supplier, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Procuring Entity 35.3 Termination for Convenience. The Procuring Entity, by notice sent to the Supplier, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring Entity’s convenience, the extent to which performance of the Supplier under the Contract is terminated, and the date upon which such termination becomes effective.The Goods that are complete and ready for shipment within twenty-eight (28) days after the Supplier’s receipt of notice of termination shall be accepted by the Procuring Entity at the Contract terms and prices. For the remaining Goods, the Procuring Entity may elect:to have any portion completed and delivered at the Contract terms and prices; and/orto cancel the remainder and pay to the Supplier an agreed amount for partially completed Goods and Related Services and for materials and parts previously procured by the Supplier. |
| 1. Assignment   36.1 Neither the Procuring Entity nor the Supplier shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party. |
| 1. Export Restriction   37.1 Notwithstanding any obligation under the Contract to complete all export formalities, any export restrictions attributable to the Procuring Entity, to the Republic of Maldives, or to the use of the products/goods, systems or services to be supplied, which arise from trade regulations from a country supplying those products/goods, systems or services, and which substantially impede the Supplier from meeting its obligations under the Contract, shall release the Supplier from the obligation to provide deliveries or services, always provided, however, that the Supplier can demonstrate to the satisfaction of the Procuring Entity that it has completed all formalities in a timely manner, including applying for permits, authorizations and licenses necessary for the export of the products/goods, systems or services under the terms of the Contract. Termination of the Contract on this basis shall be for the Procuring Entity’s convenience pursuant to Sub-Clause 35.3. |

|  |
| --- |
| Section IX. Special Conditions of Contract |

|  |  |  |
| --- | --- | --- |
| The following Special Conditions of Contract (SCC) shall supplement and / or amend the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC*. [The Procuring Entity shall select insert the appropriate wording using the samples below or other acceptable wording, and delete the text in italics]* | | |
| **GCC clause reference** | | **Special Conditions** | | |
| **1.1 (h)** | | The Procuring Entity is: | Public Procurement Section, Public Procurement Division, Ministry of Finance and Treasury | |
| **1.1 (m)** | | The Project Site(s)/Final Destination(s) is/are: | *New Parliamentary Building, People’s Majlis Secretariat, Medhuziyaarai Magu, Male’, Maldives* | |
| **4.2 (a)** | | Incoterms | The meaning of the trade terms shall be as prescribed by Incoterms.  If the meaning of any trade term and the rights and obligations of the parties thereunder shall not be as prescribed by Incoterms, they shall be as prescribed by: Laws and Regulations of the Republic of Maldives | |
| **4.2 (b)** | |  | The version edition of Incoterms shall be 2010. | |
| **5.1** | | The language shall be: | *English* | |
| **8.1** | | For **notices**, the Procuring Entity’s address shall be: | | |
|  | | Attention: | *Ministry of Finance and Treasury* | |
|  | | Street Address: |  | |
|  | | Floor/ Room number*:* |  | |
|  | | City: | Male’ | |
|  | | Post Code: |  | |
|  | | Country: | *Maldives* | |
|  | | Telephone: | *3349106* | |
|  | | Facsimile number: |  | |
|  | | Electronic mail address*:* | tender@finance.gov.mv | |
| **9.1** | | The governing law shall be*:* | The law of the Republic of Maldives. | |
| **10.2** | | The rules of procedure for arbitration proceedings pursuant to GCC Clause 10.2 shall be: | Disputes shall be referred to adjudication or arbitration in accordance with the Arbitration Act of the Republic of Maldives | |
| **13.1** | | Details of Shipping and other documents to be furnished are: | **For Goods supplied from abroad:**  Upon shipment, the Supplier shall notify the Procuring Entity and the insurance company in writing the full details of the shipment. In the event of Goods sent by airfreight, the Supplier shall notify the Procuring Entity a minimum of forty-eight (48) hours ahead of dispatch, the name of the carrier, the flight number, the expected time of arrival, and the waybill number. The Supplier shall fax and then send by courier the following documents to the Procuring Entity, with a copy to the insurance company:  (i) One originals and One copies of the Supplier’s invoice, showing the Procuring Entity as the consignee; the Contract number, Goods description, quantity, unit price, and total amount. Invoices must be signed in original;;  (ii) one original and two copies of the negotiable, clean, on-board through bill of lading marked “freight prepaid” and showing Procuring Entity as the consignee and Notify Party as stated in the Contract, with delivery through to final destination as per the Schedule of Requirements and two copies of non-negotiable bill of lading, road consignment note, truck or air waybill, or multimodal transport document, marked “freight prepaid” and showing delivery through to final destination as per the Schedule of Requirements;  (iii) two copies of the packing list identifying contents of each package;  (iv) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;  (v) one original of the manufacturer’s or Supplier’s Warranty Certificate covering all items supplied;  (vi) one original of the Supplier’s Certificate of Origin covering all items supplied;  (vii) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies;  (viii) *[any other procurement-specific documents required for delivery/payment purposes]*.  **For Goods from within the Maldives:**  Upon or before delivery of the Goods, the Supplier shall notify the Procuring Entity in writing and deliver the following documents to the Procuring Entity:  (i) two originals and two copies of the Supplier’s invoice, showing the Procuring Entity, the Contract number, Goods’ description, quantity, unit price, and total amount. Invoices must be signed in original;  (ii) two copies of delivery note, road consignment note, truck or air waybill, or multimodal transport document showing Procuring Entity as the consignee and delivery through to final destination as stated in the Contract;  (iii) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;  (iv) four copies of the packing list identifying contents of each package;  (v) one original of the manufacturer’s or Supplier’s Warranty certificate covering all items supplied;  (vi) one original of the Supplier’s Certificate of Origin covering all items supplied;  (vii) original copy of the Certificate of Inspection furnished to Supplier by the nominated inspection agency and six copies (where inspection is required);  The above documents shall be received by the Procuring Entity before arrival of the Goods and, if not received, the Supplier will be responsible for any consequent expenses. | |
| **15.1** | | Contract Price | The prices charged for the Goods supplied and the related Services performed shall not be adjustable. | |
| **16.1** | | Terms of payment |  | |
| **16.5** | | Payment delays |  | |
| **17.1** | | Taxes and Duties | The Supplier shall be entirely responsible for all taxes, stamp duties, license fees and other such levies imposed. | |
| **18.1** | | Performance Security | The amount of the Performance Security shall be: 05% of the Contract Price. | |
| **18.3** | | If required, the Performance Security shall be in the form of:  If required, the Performance security shall be denominated in | ***The Performance Security*** *shall be in the form of: a Bank Guarantee.*  *The Performance security shall be denominated in a in a freely convertible currency acceptable to the Purchaser; and shall be in the format stipulated in Section IX.* | |
| **18.4** | | Discharge of the Performance Security shall take place: | ***Discharge of the Performance Security*** *shall take place: the following conditions are all fully met*  *On completion of delivery and acceptance by the purchaser of the goods.* | |
| **23.2** | | The packing, marking and documentation within and outside the packages shall be: | As mentioned in the Delivery Schedule. | |
| **24.1** | | The insurance coverage shall be: | As specified in the Incoterms*.* | |
| **25.1** | | Responsibility for transportation of the Goods shall be: | **The supplier will be responsible for clearing and transporting the Goods from the Port of Male’ to the final destination.** | |
| **27.1** | | The liquidated damage shall be: | The liquidated damages for the whole of the Works are 0.1% per day. | |
| **27.1** | | The maximum amount of liquidated damages shall be: | *15*% | |
| **28.3** | | The period of the Warranty shall be:  For purposes of the Warranty, the place(s) of final destination(s) shall be: | *Thirty-Six (36)* months   *New Parliamentary Building, People’s Majlis Secretariat, Medhuziyaarai Magu, Male’, Maldives.* | |
| **28.5** | | The period for repair or replacement shall be: | *Maximum 14* days. | |

|  |
| --- |
| Section X. Contract Forms |

This Section contains forms which, once completed, will form part of the Contract. The forms for Performance Security and Advance Payment Security, when required, shall only be completed by the successful Tenderer after contract award.

**Table of Forms**

[Letter of Acceptance 98](#_Toc458817302)

[Contract Agreement 99](#_Toc458817303)

[Performance Security 101](#_Toc458817304)

Letter of Acceptance

*[Letterhead paper of the Procuring Entity]*

*[Date]*

To: *[name and address of the Supplier]*

Subject: ***Notification of Award Contract No.***  . . . . . . . . . .

This is to notify you that your Tender dated . . . . ***[insert date] . .*** . . for execution of the . . . . . . . . . ***.[insert name of the contract and identification number, as given in the SCC]***. . . . . . . . . . for the Accepted Contract Amount of . . . . . . . . ***.[insert*** ***amount in numbers and words and name of currency]***, as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by our Agency.

You are requested to furnish the Performance Security within 28 days in accordance with the Conditions of Contract, using for that purpose the of the Performance Security Form included in Section X, Contract Forms, of the Tendering Document.

Authorized Signature:

Name and Title of Signatory:

Name of Agency:

**Attachment: Contract Agreement**

Contract Agreement

*[The successful Tenderer shall fill in this form in accordance with the instructions indicated]*

THIS AGREEMENT made

the *[ insert:* ***number****]* day of *[ insert:* ***month****]*, *[ insert:* ***year****]*.

BETWEEN

(1) *[ insert complete name of Procuring Entity]*, a *[ insert description of type of legal entity, for example, an agency of the Ministry of .... of the Government of the Republic of Maldives, or corporation incorporated under the laws Republic of Maldives]* and having its principal place of business at *[ insert address of Procuring Entity****]*** (hereinafter called “Procuring Entity”), of the one part, and

(2) *[ insert name of Supplier**]*, a corporation incorporated under the laws of *[ insert: country of Supplier**]* and having its principal place of business at *[ insert: address of Supplier ]* (hereinafter called “the Supplier”), of the other part :

WHEREAS the Procuring Entity invited tenders for certain Goods and ancillary services, viz., *[insert brief description of Goods and Services]* and has accepted a Tender by the Supplier for the supply of those Goods and Services.

The Procuring Entity and the Supplier agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other contract documents.

1. the Letter of Acceptance
2. the Letter of Tender
3. the Addenda Nos.\_\_\_\_\_ (if any)
4. Special Conditions of Contract
5. General Conditions of Contract
6. the Specification (including Schedule of Requirements and Technical Specifications)
7. the completed Schedules (including Price Schedules)
8. any other document listed in GCC as forming part of the Contract

3. In consideration of the payments to be made by the Procuring Entity to the Supplier as specified in this Agreement, the Supplier hereby covenants with the Procuring Entity to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Entity hereby covenants to pay the Supplier in consideration of the provision of the Goods and Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Republic of Maldives on the day, month and year indicated above.

**For and on behalf of the Procuring Entity**

Signed: *[insert signature]*

in the capacity of *[insert title or other appropriate designation]*

in the presence of *[insert identification of official witness]*

**For and on behalf of the Supplier**

Signed: *[insert signature of authorized representative(s) of the Supplier]*

in the capacity of *[insert title or other appropriate designation]*

in the presence of *[insert identification of official witness]*

Performance Security

**Option 1: (Bank Guarantee)**

*[The bank, as requested by the successful Tenderer, shall fill in this form in accordance with the instructions indicated]*

*[Guarantor letterhead or SWIFT identifier code]*

**Beneficiary:** *[insert name and Address of Procuring Entity]*

**Date:** *[Insert date of issue]*

**PERFORMANCE GUARANTEE No.:** *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

We have been informed that *[insert name of Supplier, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Applicant") has entered into Contract No. *[insert reference number of the contract]* dated *[insert date]* with the Beneficiary, for the supply of *[insert name of contract and brief description of Goods and related Services]* (hereinafter called "the Contract").

Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

At the request of the Applicant, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of *[insert amount in figures]*( ) *[insert amount in words]*,[[2]](#footnote-2)1 such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary’s complying demand supported by the Beneficiary’s statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.

This guarantee shall expire, no later than the …. Day of ……, 2… [[3]](#footnote-3)2, and any demand for payment under it must be received by us at this office indicated above on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees (URDG) 2010 Revision, ICC Publication No. 758, except that the supporting statement under Article 15(a) is hereby excluded.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
*[signature(s)]*

***Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.***

1. The amount of the Bond shall be denominated in Maldivian Rufiya or the equivalent amount in a freely convertible currency. [↑](#footnote-ref-1)
2. *1 The Guarantor shall insert an amount representing the percentage of the Accepted Contract Amount specified in the Letter of Acceptance, and denominated either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Beneficiary.* [↑](#footnote-ref-2)
3. *2 Insert the date twenty-eight days after the expected completion date as described in GC Clause 18.4. The Procuring Entity should note that in the event of an extension of this date for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Procuring Entity might consider adding the following text to the form, at the end of the penultimate paragraph: “The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months][one year], in response to the Beneficiary’s written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.”* [↑](#footnote-ref-3)