

REQUEST FOR QUOTATION

RFQ NO.: MIB-PR-RFQ-2020-022	RELEASE DATE: 13th July 2020
RFQ NAME: Corporate Gifts and Marketing items	DUE DATE: 18th July 2020 2pm

Maldives Islamic Bank invites reliable and experienced parties to submit quotations for the purchase of the following corporate gifts and marketing items.

Interested parties are requested to submit separate quotations per item (including GST) described below.

#	DESCRIPTION	SIZE	QTY
1	Door Sticker	9"x9"	3000
2	Bill Folder – Logo Debossed	A5	500
3	Outdoor light box – 2 Sided with led lighting	2 feet diameter	100
4	Wall clock	Standard size	500
5	Tissue Box	L 13cm X H12cm X W 15cm (reference size)	500
6	Travel adaptor	Standard	500
7	Bluetooth speaker - Semi - Premium sound quality	Portable size	500
8	Wallet (NFC protected)	Male wallet	500
9	Sign Board (acrylic with Logo) - Open closed boards	Standard	500
10	Boxes	L 10" X H10" X W16" (Reference Size)	600

QUOTATION SUBMISSION

Quotations submitted in response to this RFQ should contain the following information.

- Brand, model, part number and specifications of the quoted items that comply with the specifications described in this RFQ.
- Price of the quoted items in Maldivian Rufiyaa (MVR) only.
- Quantity of items quoted.
- Delivery period in days.

Quotations submitted in response to this RFQ must be submitted (with the name of the proposer, RFQ number, RFQ name and the word “CONFIDENTIAL” clearly labelled on the outside of the package) or via email to procurement@mib.com.mv. Quotations must be submitted on or before **2 PM on Thursday, 18th July 2020**.

- **Email Address**
procurement@mib.com.mv

EVALUATION CRITERIA

All quotations will be evaluated based on the following criteria.

- **Price (100%)**
Price will be evaluated based on the lowest price proposed, i.e., the quotation with the lowest price (for both one-time and recurring costs) will score the highest and maximum score of 100% while the remaining will be given scores relative to the lowest price.

TERMS AND CONDITIONS

1. All quotations (a separate quotation for each item) must be submitted before the submission deadline specified in this RFQ. Quotations submitted after the deadline will not be accepted.
2. The proposer shall only supply genuine items if branded/ items that are of medium to high quality finishing if product is non branded. The Bank will not accept any used or semi-finished product.
3. Quotations submitted in response to this RFQ should be valid for a minimum period of 90 (sixty) days from the date of submission.
4. The items should be delivered to the Bank within 30 days or less from the confirmation of the order.
5. The proposer should provide replacements for any items found defect.
6. The Bank may add or remove items before placing the order.