

## REQUEST FOR QUOTATION

RFQ NO.: <b>MIB-PR-RFQ/2020/030</b>	RELEASE DATE: <b>17 September 2020</b>
RFQ NAME: <b>Interior Designing – Hulhumale Branch</b>	DUE DATE: <b>28 September 2020 (2:00 PM)</b>

Maldives Islamic Bank invites reliable and experienced parties to submit quotations for Interior designing of MIB Hulhumale Branch with corporate office areas.

Interested parties are requested to submit quotations as per the items described below.

### SCOPE OF PROJECT

Proposers are requested to provide detailed interior designing including the BOQ (Bill of Quantity) of the Maldives Islamic Bank Hulhumale Branch as defined in this section.

The selected proposer shall provide detailed interior design including but not limited to the aesthetics of the interior office space and networking, electrical and cabling details.

The requirements of the Bank shall basically include, but not limited to, the following:

- Design of networking layout
- Design of electrical layout (local power supply, Gen. sets and UPS)
- Design of Electrical lighting layout
- Design of Fire Alarm system layout
- Air Condition layout
- Concrete structure and masonry walls layouts
- Partition Layout
- Fixtures and Fittings layout
- 3D rendering for two floors, typical workstation and counters.
- BOQ, Specifications and materials as required by the design

The successful winner of this RFQ will work together with the Bank to obtain approval for the drawings from the respective government authorities; including

The indicative floor area of each floor is provided as follows:

- Ground Floor: 5,416.93 Sq.Ft.
- First Floor: 8,342.78 Sq.Ft.

# PROCUREMENT SCHEDULE

The expected Procurement Schedule is given below. The Bank reserves the right to change the schedule. If changes are made, representatives from each proposer will be notified of the change by the Bank.

TABLE 1 – PROCUREMENT SCHEDULE		
Event	Date/Time (Maldives)	Responsible Party
Release of RFQ	17 September 2020	MIB
Pre-bid meeting	22 September 2020 (2:00 PM)	MIB
Last day to submit proposals	28 September 2020 (2:00 PM)	Proposer
Announcement of winning proposal	TBA	MIB
Award of Contract	TBA	MIB/Proposer
Start of work	As specified in the contract	Proposer

## PRE-BID MEETING

Additional information and technical details will be provided to the proposers at the pre-bid meeting which will be held on the 22<sup>nd</sup> of September (Tuesday) 2020, 14:00 hrs at Hulhumale, Ground Floor, 1 Avenue, Fithiroanu Magu.

## QUOTATION SUBMISSION

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

- Price of the quoted items in Maldivian Rufiyaa (MVR, if required detailed breakdown can be provided).
- Company profile with proof of business registration
- Details of similar past projects undertaken in the past. (minimum 5 projects)
- Details of the team members who will undertake this project
  - identify team roles
    - Team leader
    - Architect
    - Consulting team members
- Delivery period in days.

Quotations submitted in response to this RFQ must be **submitted via email** including, RFQ number, RFQ name to **procurement@mib.com.mv**. Quotations must be submitted on or before **2:00 PM 28<sup>th</sup> September 2020**.

## QUOTATION EVALUATION

The Bank will review all proposals received as part of a documented evaluation process by an Evaluation Committee. Evaluations will include the Price, Experience of the Company in related Interior design projects and Design delivery period.

The proposal evaluation criteria should be viewed as standards that measure how well a proposer's approach meet the desired requirements and needs of the Bank.

- **Price (50%)**
  - Financially most attractive proposal will be given a maximum score of 60%
- **Experience of the Company (35%)**
  - Company profile, list of similar projects completed or under implementation. Key personnel to be appointed to the project with their CV'S and organisational capacity to execute the project.
- **Delivery period (15%)**
  - The number of days it would take to deliver the complete interior design of the project. The proposer is required to submit the detail interior design and detail Mechanical & Electrical (MNE) design within one (1) month of award of the contract.

## INQUIRIES

In an effort to maintain fairness in the process, inquiries concerning this proposal are directed to:

Contact: Mohamed Zulaal Zaeem  
Email: zulaal.zaeem@mib.com.mv

If any proposer planning to submit a proposal find discrepancies in or omissions from the RFP, or is in doubt as to the true meaning of a particular requirement, a request for clarification or correction must be submitted in writing to the contact listed above.

Proposers are directed specifically NOT to contact any Bank staff other than the contact specified above, for meeting, conferences or discussions related to the RFQ. Unauthorised contact of any personnel may be caused for rejection of the proposer's RFQ response.