

Annex 1

Bid Submission Form

Iulaan No: (IUL)94-Q/94/2020/37

IMPORTANT: This sheet should serve as a front page of the proposal. If any bidder fails to submit the relevant information and bid documents states in information sheet section 13, bid will be rejected at the bid opening stage.

Bid Title: Concept Designing and Detail Design work of Immigration Office in HDh. Kulhudhufushi and S. Hithadhoo

Concept designing and detail design work of Immigration Office in HDh. Kulhudhufushi			
Description		Price	Duration (days)
1	Concept designing and detail design work of Immigration Office in HDh. Kulhudhufushi		
	GST%		
	Total Inclusive GST		

Concept designing and detail design work of Immigration Office in S.Hithadhoo			
Description		Price	Duration (days)
1	Concept designing and detail design work of Immigration Office in S.Hithadhoo		
	GST%		
	Total Inclusive GST		

Check list for documents submitted (please tick the appropriate box)

		Yes (✓)	No (x)
1	Bid Submission Form Completed & Signed		
2	Certificate of Registration (Company)		
3	Memorandum of Association (for companies)		
4	National Identity Card		
5	Certificate of Registration (Sole Proprietorship)		
6	Company Profile		
7	S.M.E Registration		
8	G.S.T Registration		
9	Past Experience Documents (Related to the bid)		
10	Tax Clearance Form		
11	Bid Security (If the bid amount is greater than 250,000.00)		

Annex 02

Project Requirement

01. Project Details

The main components include 3 storeys building in HDh. Kulhudhufushi & S. Hithadhoo.

Foot print; 4696.25 sqft in HDh. Kulhudhufushi

5974 sqft in S. Hithadhoo

02. Scope of work

The project scope is designing Immigration Office in HDh. Kulhudhufushi & S. Hithadhoo as per the standards set by Maldives Immigration. Initial 01 concept design should be submitted and approved by Maldives Immigration before proceeding to any further details of the designs.

2.1 Concept design should include the followings:

- 2.1.1 Conceptual Design (Floor plan, Sections, Front left and right-side elevations, Location plan)
- 2.1.2 Minimum 4 Exterior and 10 Interior 3D renders

Ground floor

- Service Counter (6 Counter)
- Service Area (Capacity of 20 Pax)
- Should designed contemporary interior office space. (2 sections, each section 300 to 400sqft)
- Staff Toilet (Male / Female)
- Customer Toilet (Include access to a public toilet in service area with disability access.)
- Gym (Separate Entrance)
- Coffee/Tea Room
- Free space for commercial use ((Minimum 400sqft)

First floor

- Should designed contemporary interior office space. (2 sections, each section 300 to 400sqft)
- Seminar and Training Room (Pax 50)
- Office meeting Room. (15-25 Pax)
- Strong Room (minimum 100sqft)
- Server Room (minimum 100sqft)
- Filing Room (minimum 100sqft)
- Staff Toilet (Male / Female)
- VIP Room (Minimum 400sqft) with attached toilet.

- Coffee/Tea room.
- Prayer room (Staff) (Minimum 144sqft)

Second floor

- 4 room Accommodation Apartment
 - Room (Minimum 144sqft) with attached toilet (Minimum 36sqft)
 - Kitchen
 - Living Room
 - Laundry
- Recreational area
- Staff Toilet (Male / Female)

Terrace

- Open Terrace

2.2 The Detailed Designing and Technical Specification.

- 2.6 Provide Detail Designing with all necessary construction details of architectural and structural drawings as per the requirements, for the submission to the relevant authority for approval and also for the construction with regards to conformity to local regulations.
- 2.7 Provide a schematic drawing of the MEP including Mechanical, Electrical, Fire Fighting and Security system, water & sewerage line, Central AC, TV, ICT Network and Telephone network as per the guidelines of the relevant authorities.
- 2.8 Incorporate any instruction and feedback into the design during the concept design & detail design stage.
- 2.9 Prepare and submit structural calculations.
- 2.11 Prepare and submit Bill of Quantities.
- 2.11 Three (3) sets if architectural, structural and services drawings stamped and signed by an accredited architect and engineer.
- 2.12 3 Sets of 3D renders (Minimum 4 exteriors, 10 interior)

3. General requirements:

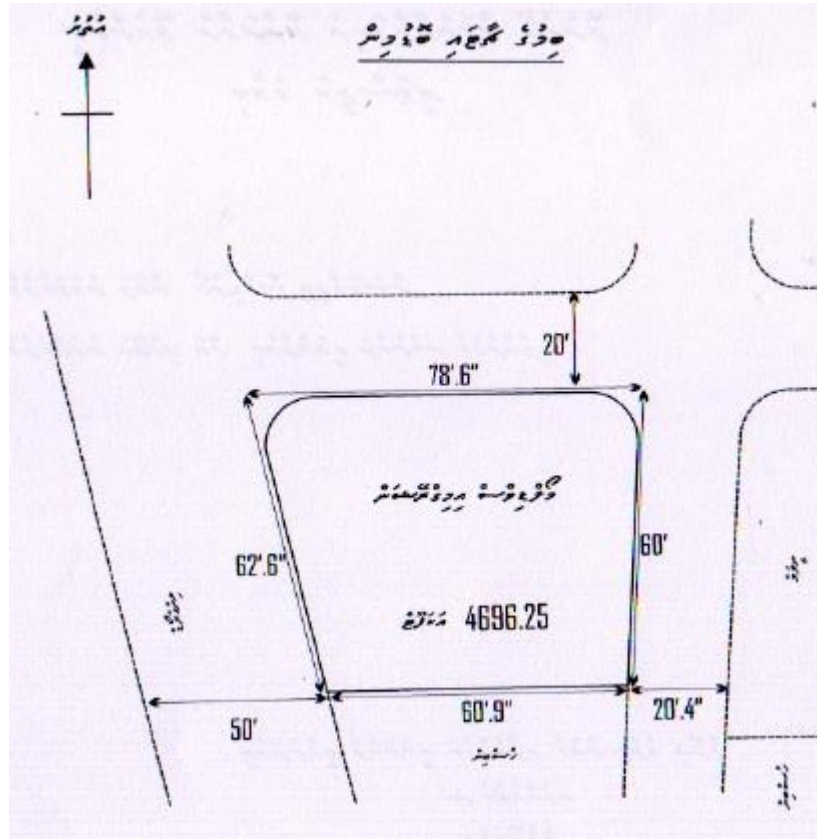
- Both buildings should be designed with similar concepts.
- Each building land area should be designed with parking area;
 - A covered parking space for minimum 4 vehicles (four-wheel Vehicle)
 - A covered parking space access to a minimum 20 motorcycle
- All seating furniture should be immovable and designed identically.
- The openness of the area and security should be taken into account.
- Landscaping designs are encouraged.

- Lighting and ventilation (mechanical) design should be incorporated into the building.
- Lighting and ventilation (mechanical) design should be incorporated into the design circulation paths.
- A water runoff/ drainage system should be designed which is suitable for the functional purpose of the office building.
- Boundary wall should be designed.
- Flag post (two poles) should be in front of the building.

4 Attachments:


- Foot Print
- Land Permit

HDh. Kulhudhufushi Foot Print



HDh. Kulhudhufushi Land Permit

TR/266/2020/03



ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ ގުޅިގެން
ސަރުކާރުގެ ނަމުން

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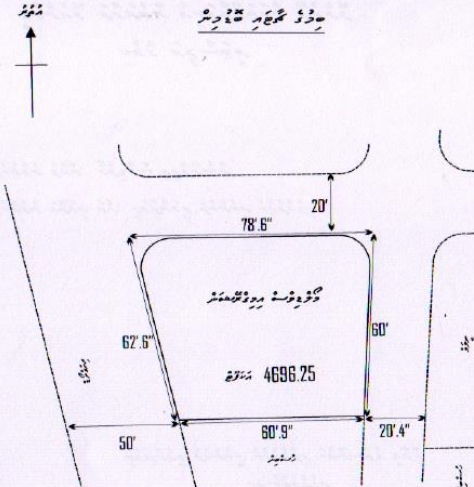
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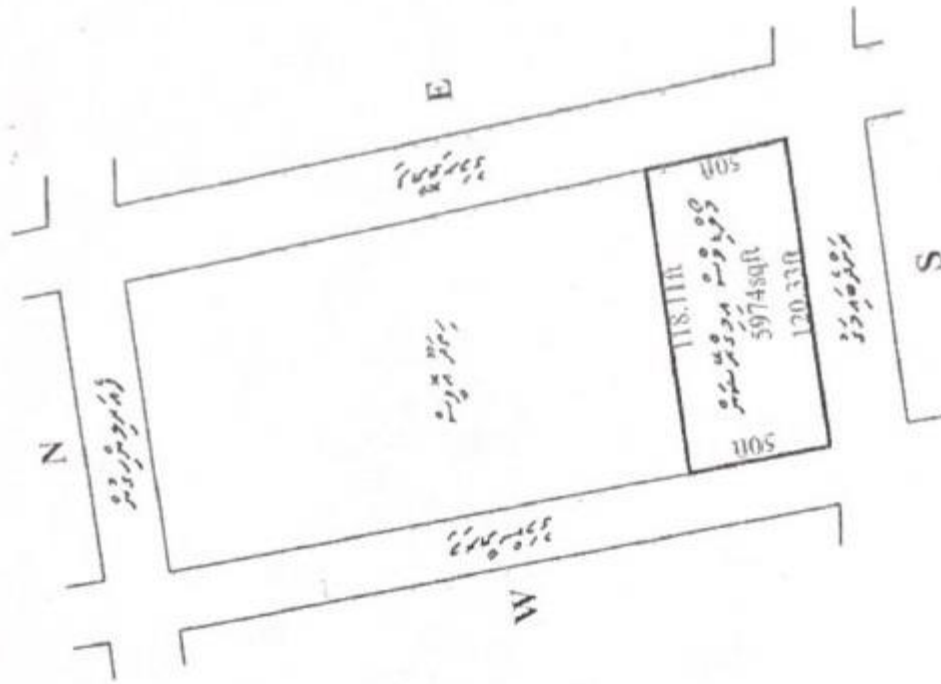
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S. Hithadhoo Foot Print



S. Hithadhoo Permit

Secretariat of the Addu City Council

ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ
Republic of Maldives
ދިވެހިރާއްޖޭގެ ޖުމްހޫރިއްޔާ



Reg No: / ނަންބަރު / 426-MS/S2/2020/02

426-MS/S2/2020/02

Purposes of Land: / ބޭނުންކުރާ ބައި / For Maldives Immigration

For Maldives Immigration

Size of Land: / ބައްލަވާ ބައި / 5974Sqft (N 118.11ft, x E50ft, x S120.33ft, x W50ft)

5974Sqft (N 118.11ft, x E50ft, x S120.33ft, x W50ft)

Land Owner: / ބައްލަވާ ބައި / SECRETARIAT OF THE ADDU CITY COUNCIL

SECRETARIAT OF THE ADDU CITY COUNCIL

Land Issued to: / ބައްލަވާ ބައި / MALDIVES IMMIGRATION

MALDIVES IMMIGRATION

Block No: / ބައްލަވާ ބައި / 456

456

Location: / ބައްލަވާ ބައި / South of Hithadhoo Office

South of Hithadhoo Office

Registered Date: / ބައްލަވާ ބައި / 26th February 2020

26th February 2020

The Land specified is reserved for state use.

މި ބައްލަވާ ބައި ރާއްޖޭގެ ބޭނުން ނުވަތަ ސަރުކާރުގެ ބޭނުން ގޮތުގައި ބޭނުންކުރާ ބައިކަން ހުންނާނެއެވެ.

