

Bidder Information Sheet: Supply and installation of door access control systems

No. and Date of Issue	SDFC/IU/2021/31
	16 th May 2021
Project Name	Supply and installation of door access control systems
Purchaser	SME Development Finance Corporation Pvt Ltd
Address	SME Development Finance Corporation, M. Kaneeru Villa, 2 nd Floor, Orchid Magu, 20212 – Male’ City, Republic of Maldives Phone: 3026015 Mail: info@sdfc.mv
Clarification Deadline	The Vendors can send written queries via email to procurement@sdfc.mv before 14:00pm, 19th May 2021
Site seen	Site seen: 19th May 2021, 11:00am. Interested bidders are requested to attend on time for site seen and bidder who attend after 11:00am may not be able to participate site seen session.
Bid Submission Deadline	Bid submission meeting will be held via zoom on 23rd May 2021, 10:00hrs. Meeting link: https://zoom.us/j/92156191049?pwd=anA2dkplczNNOEpSRWgxcEV2ZFd6dz09
Delivery duration	Delivery duration is to be proposed as per Form 2
Bid Validity	40 Calendar days from the date of submission.
Bid language	English

1. General Information

SDFC was established as a specialized financial institution providing financial products and ancillary services to MSMEs and entrepreneurial start-ups with the primary purpose of easing access to finance for MSMEs. This institution is formed as to financially support Micro, Small Medium- Sized Enterprise (MSME) growth in the Maldives.

SME Development Finance Corporation invites you to submit your bids for the services described herein. Partial bid and bids that does not meet specific requirements may be rejected.

2. Eligible Bidders

The invitation is open to all interested local parties with a formal intent to enter into an agreement. Bidders can submit two options for the bid (optional).

3. Scope of Work and Deliverables

Supply and installation of Door access control systems which fits our requirements.

3.1. System Requirements

Important Notes:

- Proposed solution is for two different buildings located in Male' (Same Network).
- All doors **except one door** are to be installed with access control reader and exit button.
- At one door, both sides of door should be access controlled. (Details will be provided in information session).
- You may **quote for a setup with centralized access controller or with separate devices at each installation point**. Either way, all devices should be able to manage using a centralized software.
- All proposed devices specifications must be provided with the bid documents.
- Proposed Solution must include all cabling and other installation related charges.
- Minimum one year warranty should be provided for all devices.

3.1- Access Control System:

Qty: 9pcs

Function	Requirement
Verification methods	<ul style="list-style-type: none"> ▪ Fingerprint, Cards and Password ▪ Verification time < 1s
Capacity	<ul style="list-style-type: none"> ▪ Minimum FP and Cards: 1500 ▪ Transactions > 190,000
Communications	TCP/IP, RS232, RS485, USB
Device Management	Should be able to manage using a centralized software, remote control, integrated real time monitoring, remote door opening
FAR (%), FRR (%)	FAR < 0.0001 & FRR < 1
Access Control features	<ul style="list-style-type: none"> ▪ Access groups: should be able to limit door access, completely and according to time range for every user/group for each door. (access privileges for each door must be configurable based on user or time zone) ▪ Scheduled door open time for each door ▪ Multi-card operations (needs multiple personal access to open the door), anti-pass back
Alarm and Reports	<ul style="list-style-type: none"> ▪ In-built siren or external siren to be connected to the controller. ▪ Real time alarms and event monitoring ▪ Alerts send via emails or other methods ▪ Event reporting with comprehensive event filtering features
Power	<ul style="list-style-type: none"> ▪ Adequate backup options should be provided for each door.
Dimension (L x W x H), mm	Access Reader should not be larger than 65mm x 45mm x 135mm.

3.2- Electric Bolt lock (12V):

Lock	Quantity
Fail-Secure Electric Bolt lock	3pcs
NC Bolt Lock or Magnetic Lock	5pcs

3.3- Exit Button:

Exit button	Quantity
Stainless steel slim exit/push button	7pcs

3.4- UPS:

- Should provide a UPS backup battery solution for all doors with guaranteed uptime of at least 30 mins.

3.5- Summary of Specifications:

#	Item	Qty
1	Access Control Reader (FP/Card/Pin)	9
2	Metal Push Button	7
3	Fail-Secure Electric Bolt lock (With Cylinder: One side key, other side Knob)	2
4	Fail-Secure Electric Bolt lock (With Cylinder: Both side key)	1
5	NC Bolt Lock or magnetic lock with required brackets	5
6	Power Backup Solution for full system (minimum 30 mins uptime for all devices)	

4. Bid Prices

All bids shall be quoted inclusive of all applicable local taxes and GST. Where prices quoted is not indicated or mentioned as “exclusive” of GST or local taxes, SDFC have the right to take the quoted price deemed to be inclusive of GST and all applicable local taxes.

If the Price Quoted in the Bid Form differs from those given quotations, then the Price given in the Bid Form will prevail.

5. Evaluation Criteria and Procedure

5.1. Price 65%

The points will be given using benchmark marking criteria where lowest proposed price will be considered as the benchmark. The full marks will be given to the benchmark value and others weighted accordingly using the formula below.

$$\text{MAX\%} = (\text{Benchmark price} / \text{Proposed price}) \times \text{weightage}$$

5.2. Delivery Period 25%

The points will be given using benchmark marking criteria where shortest delivery period for delivery will be considered as the benchmark. The full marks will be given to the benchmark value and others weighted accordingly using the formula below.

$$\text{MAX\%} = (\text{Benchmark} / \text{Delivery Period}) \times \text{weightage}$$

5.3. Experience of the bidder 10%

The bidder must submit a portfolio of relevant work done accompanied by references about the satisfactory delivery of finished projects. The bidder should give contact numbers and names of references for each project. The projects listed as references should be carried out in the last 5 years (April 2016 – to present period). Any projects prior to this period will not be counted towards the points. Points for experience will be given as follows:

$$\text{MAX\%} = (\text{No. of projects} / \text{Benchmark}) \times \text{weightage}$$

6. Documents to be Submitted.

All bids should be submitted with the following forms and any bids submitted without the forms will be automatically disqualified.

Marks will be awarded based on the information on these forms. The bid documents should include pricing and work schedule for the proposed task.

- 7.1 Form 1 – Application for BID submission
- 7.2 Form 2 – Bidder profile and technical proposal
- 7.3 Form 3 – Price schedule for the contracting service
- 7.4 Specifications of Access control readers, lock.

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