

Announcement Number: (IUL)MHCL-P/1/2025/48

Invitation for Bids – Procurement and Supply of Pallets required for MHCL’s Warehouse

Maldives Hajj Corporation Limited (MHCL) is seeking proposals from vendors to procure and deliver 100 Pallets to our Warehouse.

Bid Registration

- **Registration Link:** <https://forms.office.com/r/BZSTazmQVm>
- **Deadline:** 23rd October 2025 1600hours

Bid Submission & Opening

- **Submission Date:** 27th October 2025
- **Submission Time:** 10:00hours
- **Venue:** MHCL Office, G. Sikandharu, Lonuziyaaraiy Magu, Malé, Maldives 20143

Clarifications

- **Deadline for Clarifications:** Before 23rd October 2025, 12:00hrs
- **Responses to Clarifications:** Before 23rd October 2025, 14:00hrs
- **Contact Email:** procurement@mhcl.mv

For further details, please refer to the Terms of Reference or contact us via email.

20th October 2025

Maldives Hajj Corporation Limited

Terms of Reference

Procurement and Supply of Pallets required for MHCL's Warehouse

Announcement Number: (IUL)MHCL-P/1/2025/48

Date: 20.10.2025

1. Company Background

Maldives Hajj Corporation Limited (MHCL) is a State-Owned Enterprise (SOE) incorporated in 2013. The company is established to serve the citizens of Maldives in facilitating their right to perform Hajj and Umrah pilgrimage. MHCL remains the undisputed leader in the Maldives for Hajj and Umrah services, with the aim of offering an equal and unbiased opportunity for all citizens of the country to fulfill their obligations to perform Hajj and Umrah pilgrimages.

2. Objectives

The objective of this bid is to enhance the storage capacity and environmental control of Maldives Hajj Corporation Limited's warehouse. This includes the supply and delivery of pallets to support efficient and organized storage of goods.

3. Scope of Work

The scope of this bid includes the procurement and supply of pallets to Maldives Hajj Corporation Limited's warehouse facility, ensuring full functionality and compliance with operational needs. The selected bidder shall be responsible for delivering the equipment as per the specifications outlined below.

3.1 Supply and Delivery of Pallets

- Quantity: 100 (hundred) units
- Pallet Size: 1200 mm (length) × 1000 mm (width)
- Material: Plastic
- Color: Blue / Black
- Type: Single Face
- Load Capacity: Minimum 2000 kg for stationary weight
- Condition: All pallets must be new, clean, and free from any defects.
- Delivery Location: Maldives Hajj Corporation Limited Warehouse, 1st Floor, Hulhumale' Phase 2
- Packaging & Transport: All pallets must be securely packaged and delivered in good condition

4. Preparation of Bid

4.1 Eligible Parties:

Any local business registered in the Maldives.

4.2 Language:

The Language of the Bid should be in English or Dhivehi

4.3 Documents Compromising the Bid:

- Experience Letters (If Applicable)
- Completed and signed copy of Bid Submission Form as per annex 1
- Completed and signed copy of Quotation as per annex 2
- Vendor Registration (if not registered)

4.4 Bid Prices and Currency:

The bidder shall quote entirely in Maldivian Rufiyaa including GST at the time of current rate.

4.5 Validity of Bid:

60 (Sixty) Calendar days from the date of bid submission.

5. Bid Registration, Submission and Opening of Bids and Clarification Details

5.1 Bid Registration:

- Bidders shall use the provided link to complete the bid registration form.
- Link: <https://forms.office.com/r/BZSTazmQVm>
- Deadline for registration: 23rd October 2025, 1600hours

5.2 Bid Opening:

- Location: Maldives Hajj Corporation Limited, G. Sikandharu, Lonuziyaaraiy Magu, Malé, Maldives 20143
- Date and Time of Bid Opening: 27th October 2025, 1000hours

5.3 Contact details for further Clarifications:

- Procurement Department – Email Address: procurement@mhcl.mv
- Deadline for Clarification: Before 23rd October 2025, 12:00hrs
- Answers to the Clarifications will be provided before 23rd October 2025, 14:00hrs

6. Bid Evaluation Criteria

6.1 Proposal Cost:

80 points for the lowest price

$(\text{Lowest price} / \text{proposed price}) \times 80$

6.2 Duration:

20 points for the lowest delivery period

$(\text{Lowest delivery period} / \text{proposed delivery period}) \times 20$

Latest delivery date should be on or before 10th December 2025

Total Score: 100 points.

Annex 1- Bid Submission Form

[Name and address of Client]

Dear Mr. Mohamed Shakeel,

We, the undersigned, [insert name of company], hereby submit our proposal for the Supply of goods, in accordance with your request of proposal (insert date) and our accompanying submission. Enclosed is our proposal, sealed in an envelope for your consideration.

We hereby declare that:

- (a) All the information and statements made in this Proposal are true and we accept that any misinterpretation or misrepresentation contained in this proposal may lead to our disqualification by the client.
- (b) We meet the eligibility requirements as stated in section 5.
- (c) Our Proposal is binding upon us and subject to any modifications resulting from the Contract negotiations

We remain committed to executing the scope of work as outlined and in full compliance with the terms and conditions set forth in the bidding document.

Yours sincerely,

Authorized Signature *In full and initials:*

Name and Title of Signatory:

Address:

Contact information (phone and e-mail):

Annex 2 – Quotation

Company Name:

Quotation Number:

Address:

Quotation Date:

Email Address:

Tin Number:

Contact Number:

Item Description	Quantity	Unit	Rate (MVR)	Amount (MVR)
Supply and Delivery of Pallets	100	Nos		
Subtotal				
GST 8%				
Total Amount				

Delivery Duration: (in Calendar Days)

(Authorized by)
(Company seal if applicable)