



Ministry of Environment and Energy  
Male', Republic of Maldives



## **TERMS OF REFERENCE**

*for*

# **SUPPLY AND DELIVERY OF DUSTBINS AND COMPOSTING EQUIPMENT TO EIGHT ISLANDS OF HUVADHU ATOLL**

*Funded by*

*the Public Sector Investment Program  
of the Government of the Republic of Maldives*

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9<sup>th</sup> January 2017

**Issued By:**

Waste Management and Pollution Control Department  
Ministry of Environment and Energy  
K.Male', Republic of Maldives

## SUPPLY AND DELIVERY OF DUSTBINS AND COMPOSTING EQUIPMENT TO EIGHT ISLANDS OF HUVADHU ATOLL

### 1 INTRODUCTION

Ministry of Environment and Energy (MEE) on behalf of the Government of Maldives is seeking the assistance of a qualified and competent company/firm for the **Supply and Delivery of Dustbins and Composting Equipment to Eight Islands of Huvadhu Atoll.**

### 2 SCOPE OF WORKS

The tasks to be undertaken by the Individual under this Terms of Reference are to be undertaken in close collaboration with Waste Management and Pollution Control Department of the Ministry of Environment and Energy, and include but are not necessarily limited to, the **Supply and Delivery of Dustbins and Composting Equipment to Eight Islands of Huvadhu Atoll** according to the specifications and conditions described in this document. The eight islands are as below:

- 1) GA.MAAMENDHOO
- 2) GA.KODEY
- 3) GDH.HOADEDHOO
- 4) GDH.NADELLA
- 5) GDH.GADHDHOO
- 6) GDH.FIYOARI
- 7) GDH.FARESMAATHODAA
- 8) GDH.VAADHOO

### 3 SUBMISSION REQUIREMENTS

The following documents shall be submitted for the bids to be considered sufficiently responsive.

- 1) If a company is showing interest:
  - a) company profile
  - b) company registration certificate
  - c) List of Supply and Delivery Works completed by the company within the past 3 years along with valid official reference letters
  - d) Proposed equipment
  - e) Work plan and Delivery Schedule
  - f) Cost breakdown of all equipment and services to be supplied and delivered. The total cost shall be clearly indicated along with GST details.
  - g) GST Registration Certificate
- 2) If an individual is showing interest:
  - a) Profile of the Individual ( Inclusive of a copy of the National Identity Card )
  - b) List of Supply and Delivery Works completed by the individual within the past 3 years along with valid official reference letters
  - c) Proposed equipment
  - d) Work plan and Delivery Schedule



- e) Cost breakdown of all equipment and services to be supplied and delivered. The total cost shall be clearly indicated along with GST details.
- f) Cost breakdown of all equipment and services to be supplied and delivered. The total cost shall be clearly indicated.
- g) [If the Individual is subject to GST as per MIRA Regulations and Guidelines, the GST Registration Certificate ]

#### 4 DURATION OF THE PROJECT

The works should be completed within a maximum duration of Four (4) months.

#### 5 SIMILAR ASSIGNMENTS

- 5.1 To be eligible for this assignment, the interested party must demonstrate past experience in performing the services (description of similar assignments, value of such assignments) and submit official reference letters of past clients.
- 5.2 The party shall have carried out a minimum of Three (03) similar assignments within the past 3 years.
- 5.3 Only the past assignments that have official reference letters will be considered during evaluation.

#### 6 EVALUATION CRITERIA

##### 6.1 PRELIMINARY EVALUATION

- Preliminary Evaluation is an evaluation where the equipment proposed by the bidder will be compared to the specifications provided in this TOR

##### 6.2 BID EVALUATION

- All proposals that are considered qualified by the Preliminary Evaluation will be subject to the Bid Evaluation
- Point system for the Bid Evaluation is:

6.2.1 Price of Quotation for Total Works [60]

6.2.2 Work plan and Schedule of Delivery [20]

6.2.3 Company Profile and Experience in Supply and Delivery Works [20]

**Total Weight: 100%**



## 7 DELIVERABLES

### 7.1 Equipment to be delivered to GA. Maamendhoo

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	10
2	Wheelie Bins in Green Color (120L)	10
3	Wheelie Bins in Blue Color (240L)	6
4	Wheelie Bins in Green Color (240L)	6
5	Wheelie Bins in Blue Color (660L)	4
6	Wheelie Bins in Green Color (660L)	4
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.2 Equipment to be Delivered to GA. Kodey

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	8
2	Wheelie Bins in Green Color (120L)	8
3	Wheelie Bins in Blue Color (240L)	5
4	Wheelie Bins in Green Color (240L)	5
5	Wheelie Bins in Blue Color (660L)	2
6	Wheelie Bins in Green Color (660L)	2
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2

17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.3 Equipment to be delivered to GDh.Hoadedhdhoo

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	8
2	Wheelie Bins in Green Color (120L)	8
3	Wheelie Bins in Blue Color (240L)	5
4	Wheelie Bins in Green Color (240L)	5
5	Wheelie Bins in Blue Color (660L)	2
6	Wheelie Bins in Green Color (660L)	2
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.4 Equipment to be delivered to GDh.Nadella

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	8
2	Wheelie Bins in Green Color (120L)	8
3	Wheelie Bins in Blue Color (240L)	5
4	Wheelie Bins in Green Color (240L)	5
5	Wheelie Bins in Blue Color (660L)	2
6	Wheelie Bins in Green Color (660L)	2
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3

13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.5 Equipment to be delivered to GDh.Gadhdhoo

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	10
2	Wheelie Bins in Green Color (120L)	10
3	Wheelie Bins in Blue Color (240L)	6
4	Wheelie Bins in Green Color (240L)	6
5	Wheelie Bins in Blue Color (660L)	4
6	Wheelie Bins in Green Color (660L)	4
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.6 Equipment to be delivered to GDh.Fiyoari

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	8
2	Wheelie Bins in Green Color (120L)	8
3	Wheelie Bins in Blue Color (240L)	5
4	Wheelie Bins in Green Color (240L)	5
5	Wheelie Bins in Blue Color (660L)	2
6	Wheelie Bins in Green Color (660L)	2
7	Brand New Chainsaw	1
8	Wheelbarrow	4

9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.7 Equipment to be delivered to GDh.Faresmaathodaa

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	10
2	Wheelie Bins in Green Color (120L)	10
3	Wheelie Bins in Blue Color (240L)	6
4	Wheelie Bins in Green Color (240L)	6
5	Wheelie Bins in Blue Color (660L)	4
6	Wheelie Bins in Green Color (660L)	4
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1

### 7.8 Equipment to be delivered to GDh. Vaadhoo

#	Type of Equipment	Quantity of Equipment Required
1	Wheelie Bins in Blue Color (120L)	8
2	Wheelie Bins in Green Color (120L)	8
3	Wheelie Bins in Blue Color (240L)	5
4	Wheelie Bins in Green Color (240L)	5

Supply and Delivery of Dustbins and Composting Equipment to Eight Islands of Huvadhu Atoll

5	Wheelie Bins in Blue Color (660L)	2
6	Wheelie Bins in Green Color (660L)	2
7	Brand New Chainsaw	1
8	Wheelbarrow	4
9	Heavy Duty Gumboots	5
10	Heavy Duty Hand Safety Gloves	5
11	Long Handled Flathead Steel Rake	3
12	Long Handled Cultivator	3
13	Garden Hoe	3
14	19" Round Point Shovel	3
15	48" Square Point Shovel	3
16	19" D-Handle Square Point Shovel	2
17	20L Bucket	3
18	40L Bucket	2
19	Polypropylene Surgical Mask Box (50pcs)	5
20	Weighing Bench Scale	1





## 8 REQUIREMENTS - SPECIFICATION OF EQUIPMENT


- 1 Chainsaw
- 2 Wheelbarrow
- 3 Heavy Duty Gumboots
- 4 Heavy Duty Hand Safety Gloves
- 5 Long Handled Flathead Steel Rake
- 6 Long Handled Cultivator
- 7 Garden Hoe
- 8 19" Round Point Shovel
- 9 48" Square Point Shovel
- 10 19" D-Handle Square Point Shovel
- 11 20L Bucket
- 12 40L Bucket
- 13 Polypropylene Surgical Mask Box (50pcs)
- 14 Weighing Bench Scale
- 15 Wheelie Bins (120L, 240L and 660L)

<b>1</b>	<b>Chainsaw</b>	
1.1	Cylinder displacement	3.9 cu. in. / 64 cc
1.2	2011 EPA Compliant	YES
1.3	Power	4.7 hp / 3.5 kW
1.4	Max RPM	13,500
1.5	Fuel tank volume	25.4 fl. oz.
1.6	Oil tank volume	14 oz.
1.7	Weight (powerhead only)	13.9 lbs.
1.8	Chain Pitch	3/8", .050 (72VX)
1.9	Recommended Bar lengths	16" – 28"
1.10	Operating Manual	Operating manual for safe operations of the machine under normal operations. The operations manual must include trouble shooting and remedy guide table
1.11	Maintenance Manual	Maintenance manual covering routine service requirements for machine and motor, and service overhaul of machine. The maintenance manual must include a labelled wiring and component diagram
1.12	Language of Documents	All literature in the English language
1.13	Warranty	Each unit supplied to carry a statement of warranty. Minimum <b>One year warranty</b> on motor and mechanical parts.
	*Similar to that of MAKITA or BOSCH	
<b>2</b>	<b>Wheelbarrow</b>	
2.1	Bin Material	Moulded HDPE
2.2	Capacity	6 cubic feet



2.3	Tires	Flat-Free Pneumatic Tires
2.4	Wheel Size	16inch
2.5	Wheel Material	Rubber
2.6	Warranty	Each unit supplied to carry a statement of warranty. Minimum <b>One year warranty</b>
<b>3</b>	<b>Heavy Duty Gumboots</b>	
3.1	Size	
3.2	Height	12"
3.3	Color	Black
3.4	Material	Certified Polyvinyl Chloride (PVC) or Rubber materials
3.5	Resistance	Alkali and acid resistant
3.6	Soles	Anti-Skid PVC Soles
<b>4</b>	<b>Heavy Duty Hand Safety Gloves</b>	
4.1	Material	Rubber or Latex
4.2	Length	18" (elbow length)
4.3	Thickness	0.040'
4.4	Size	
4.5	Color	Black
4.6	Resistance	Chemical Resistant
<b>5</b>	<b>Long Handled Flathead Steel Rake</b>	
5.1	Handle Length	54 inches
5.2	Tine Length	3.5 inches
5.3	Number of Tines	18
5.4	Handle Material	Steel
<b>6</b>	<b>Long Handled Cultivator</b>	
6.1	Handle Length	54 inches
6.2	Tine Length	3.75 inches
6.3	Number of Tines	6
6.4	Handle Material	Steel

<b>7</b>	<b>Garden Hoe</b>	
7.1	Length	57 inches
7.2	Handle Material	Steel
<b>8</b>	<b>19" Round Point Shovel</b>	
8.1	Blade Length	11 inches
8.2	Handle Length	19 inches
8.3	Blade Material	Steel
8.4	Handle Material	Steel
<b>9</b>	<b>48" Square Point Shovel</b>	
9.1	Blade Length	11 inches
9.2	Handle Length	48 inches
9.3	Blade Material	Steel
9.4	Handle Material	Steel
<b>10</b>	<b>19" D-Handle Square Point Shovel</b>	
10.1	Blade Length	11 inches
10.2	Handle Length	19 inches
10.3	Blade Material	Steel
10.4	Handle Material	Steel
<b>11</b>	<b>20L Bucket</b>	
	High quality HDPE molded 20L white color bucket with steel handle	
<b>12</b>	<b>40L Bucket</b>	
	High quality HDPE molded 40L white color bucket with steel handle	
<b>13</b>	<b>Polypropylene Surgical Mask Box (50pcs)</b>	
13.1	Material	Polypropylene
13.2	Type	Tie on or elastic ear loops
<b>14</b>	<b>Weighing Bench Scale</b>	
14.1	Type	Bench Scale or Table Top Scale
14.2	Design	Portable
14.3	Capacity (kg)	50 to 75
14.4	Usage	Office
14.5	Accuracy	10gm
14.6	Functions	Auto Calibration and Auto Off Function
14.7	Display	Large Bright LED Display
14.8	Warranty	Each unit supplied to carry a statement of warranty. Minimum <b>One year warranty</b> .

<b>15</b>	<b>Wheelie Bins</b>	
15.1	High quality HDPE molded of 120L bin in green color complete with wheels, lids and fixtures and fittings;	
15.2	High quality HDPE molded of 240L bin in green color complete with wheels, lids and fixtures and fittings;	
15.3	High quality HDPE molded of 660L commercial bin in green color complete with wheels, lids and fixtures and fittings;	
15.4	Details of Logo for 240L and 120L bins	For the 240 L & 120L bins the following “Saafu Raajje” logo must be printed in white and black color on the front side as shown below. The logo must be 9” square and centered so that the top edge is 5” from the top of the body of the bin
15.5	Details of Logo for 660L bin	For the 660L bin the following “Saafu Raajje” logo must be printed in white and black color as shown below. The logo must be 12” square and centered in the middle of the front side
		

## 9 ADDITIONAL REQUIREMENTS

- All equipment provided should be brand new.
- Proposal must include operations manual in English
- Supplier must install the equipment and test run after the installation for a minimum of 3 hours.
- After sales service must be provided for free of charge during the warranty period
- If a range is given for the requirement, any value proposed equal to the limits of the range or within that range for any feature will be acceptable

## 10 GENERAL CONDITIONS

- Preliminary Evaluation will be done based on the specifications provided by the bidder before they are considered qualified for the Bid Evaluation.
- Ministry of Environment and Energy has the authority to disqualify any proposal that does not meet any of the specifications mentioned above. All specifications must be met for the proposal to be free from the possibility of being disqualified



- If the prices are not quoted individually for each equipment, the total proposed price will be considered to include all the equipment and their quantities and requirements specified in this document.
- If there are any questions about the described works, the questions should be e-mailed to the addresses listed below. Any questions asked through any other forms of contact will not be answered.

### 11 SUBMISSION OF BIDS

ACTIVITY	ACTION DATE
Advertise	5 <sup>th</sup> January 2017
Release of Request for Proposal	5 <sup>th</sup> January 2017
Last day to submit queries	18 <sup>th</sup> January 2017 – before 12:00 PM
Last day to send answers to queries (by Client)	19 <sup>th</sup> January 2017 – before 12.00 PM
Deadline to submit proposals	23 <sup>rd</sup> January 2017 – at 11:00AM

Interested parties should submit their Quotations to the address below on 23<sup>rd</sup> January 2017 at 11:00AM. Electronic bidding will not be permitted. Late submissions will be rejected by the Ministry of Environment and Energy.

**Procurement Unit,**  
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