INFORMATION FOR BIDDERS

Bid Announcement Ref: ASND/GA/IUL/2026/10

Bid Number: ASND/GA/IUL/2026/10 **Bid Submission Date:** 15th April 2026 (Wednesday) 10:00AM

Bid Submission: Please refer to Part 2, instructions for bidders' section (Page 4)

Aasandha Co. Ltd. is seeking bids for the items specified in this document. Interested bidders are invited to submit their proposals for the supply of the items as instructed in this document. Please ensure that all submissions comply with the instructions. Failure to comply with the instructions may result in disqualification of the bid.

Part I – Technical Support for HPE Hardware and Software

- Maximum Delivery Time: To be delivered without service interruption - **Expiry Date: Thu Apr 30, 2026**
- The vendor must be an authorized, distributor or reseller for the solution(s) they propose (document/letter/screenshot/link required).
- We will only accept the hardware/software that is procured through authorized channels. Aasandha Company reserves the right to reject the goods if it is identified as grey/black market products or counterfeit equipment.

Technical Support for HPE Hardware and Software

Please submit a filled form for the following minimum specification required, you may provide additional information/specifications.

#	Requirements	Qty	Compliance
	1. Maintenance and Supply of 1-Year Hardware Repair/Replace, Support Service Including 24 X 7 Local Technical Support for HPE Hardware and Software	**1. Bundle**	**YES/NO** **If different Specify**
	1. 02 Nos HPE 1 Year Tech Care Essential and 24x7 Local Technical Support for HPE 380Gen10 NC G Node 2. HPE 1 Year Tech Care Essential and 24x7 Local Technical Support for HPE StoreOnce 3640 48TB System All HPE Services shall include: • HPE Hardware Maintenance Onsite Support • 24 hrs, Day 7 • Hardware Problem Diagnosis • Onsite Support Service • Parts and Material provided • 4 Hr Onsite Response • Remote Support and Diagnosis • HPE Software Technical Unlimited Support • 24 Hrs Day 7 • Software Technical Support • Standard Response		

	Maintenance of Field Technical Support Delivery Engineers 1. The support service vendor is required to maintain a qualified technical team, appropriately sized and skilled to meet the service delivery requirements. 2. The vendor must ensure the availability of necessary resources to deliver on-site technical support throughout the service contract period. 3. It is mandatory for the vendor to employ full-time certified professionals/engineers on its payroll to guarantee consistent and reliable support. The engineers must hold the following primary certifications: o HPE Storage Certified. o HPE Accredited Technical Professional. 4. The support service vendor shall provide the following documents for verification: o Copies of relevant training certifications for the engineers. o Identification (ID card or passport copy) of the engineers.		

Part II – Instructions to Bidders

General Instructions

Key events and dates

The following schedule will apply to this bid but may change in accordance with the organization's needs or unforeseen circumstances. All changes will be communicated.

- Bid Submission Date: **15th April 2026, 1000hrs**
- The bid proposal must be valid for 60 days from the date of submission.

Registration

Vendors who wish to participate must send their Company name, Contact Person's name, Email, and Contact Number to tender@aasandha.mv before **08th April 2026, 1500hrs** to register for the bid

Submission of Bids

- Aasandha company will send a web meeting link to the provided email address for the bid submission.
- Vendors must submit the bid document during the web meeting, when requested, by sending it via email to tender@aasandha.mv
- If the file size exceeds 20MB, vendors must upload the bid document to a cloud storage service (such as Google Drive, Dropbox, or OneDrive) and provide the download link via email.
- The bid document will NOT be accepted if the vendor is not registered for the submission or does not attend the submission meeting.

Communication

Applicable terms and conditions herein shall govern communications and inquiries related to this bid between Aasandha Company Limited and vendors.

For technical Inquiries, questions, and requests for clarification are to be directed via email to tender@aasandha.mv and cc tech@aasandha.mv

Any other form of communication shall be considered informal and shall have no weight, bearing, or influence in this bid process.

Aasandha Company Limited will respond to requests for clarification and queries on the RFP, received no later than one working day before the bid submission date set forth above.

Qualified Bidders

Any single firm (sole proprietorship, partner, company, joint venture, or other legal entity registered in the Republic of Maldives) is eligible to participate.

Vendor's Understanding of the Bid

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to Aasandha Company Limited as necessary to gain such understanding. Aasandha Company Limited reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, Aasandha Company Limited reserves the right to determine, in its sole discretion, whether the vendor has been shown such understanding. That right extends to the cancellation of the award if an award has been made. Such disqualification and cancellation shall be at no fault, cost, or liability whatsoever to the Aasandha Company Limited. Aasandha Company Limited reserves the right to cancel bids for a specific section without canceling other sections.

Proposal Requirements

Qualification Criteria

The bidder must have been in the service of this nature/IT solution for the past three (3) years in relation to supply, configuration, and commissioning of IT solutions.

Aasandha Company Limited shall confirm that the following legal documents and information have been provided in the bid. If any of these documents or information is missing, the offer shall be rejected.

Company Registration Certificate
GST Registration Certificate
Signed Declaration on Ethical Conduct and Fraud and Corruption (Annex 1 – Page 10)

Bid Format

Executive Summary: A summary of the bidder's document and approach to the installation of systems of this kind, identifying any unique or distinctive features of the system of interest to the evaluators based on the needs specified in this document.

Bidder or Partner(s) overview and profile: The bidder must provide basic information on the bidder and any partners participating in the tender. This information should include, but not be limited to, the history of the organization, its experience and its experience in the IT field, technical capabilities, experience implementing similar architecture, the size of implementations, and success stories. This section should also explain any partnering arrangements that have been made to respond to the proposal.

Proposal: Proposal shall be submitted in the following format and include the following information.

- A detailed description of proposed equipment/services, including the manufacturer part numbers, the scope of work and the financial proposal shall be submitted (*valid for a period of **60 days** from date of submission of the bid*). The following should be included:
    - Bid Form
    - Price Schedule Form
    - Terms and Conditions (if applicable)
    - Bill of Quantities – Including manufacturer part numbers and descriptions

- Unless otherwise specified, the bidder shall quote entirely in Maldivian Rufiyaa, **including** all government taxes.
- The bidder should provide approach and reference to the successful implementation of similar projects and should include descriptions of project implementations they have completed. The mentioned project references must consist of names and contact information of the respective clients so that Aasandha Company Limited can contact and verify the project summaries. Must provide Experience Form.
- Evidence of the bidder's financial, technical and organizational capability and experience to perform the contract.
- Any other pertinent information the bidder may wish to submit

Delivery and Installation

If at any time during the performance of the contract, the successful bidder or its subcontractor(s) should encounter conditions impeding timely delivery of the agreed solution(s) and implementation of services, the bidder shall promptly notify Aasandha Company Limited in writing of the fact of the delay, its likely duration and its causes(s). As soon as practicable after receipt of the vendor's notice, Aasandha Company Limited shall evaluate the situation and may at its discretion extend the vendor's time for performance, in which case the extension shall be ratified by the parties by amendment of the contract. Delivery dates shall be counted from the date of signing of the agreement and the agreed commencement date.

The delivery period should be stated in calendar days, inclusive of weekends and public holidays (not only working days). If the delivery deadline falls on a working day (Sunday-Thursday) latest delivery time should be 4:00 pm. If the delivery deadline falls on a public holiday delivery deadline will be extended to the next working day at 4:00 pm without penalty. Vendors who bid must agree for free doorstep delivery to any location in Male'. Failure to deliver within a set deadline will result in the following penalties.

1. If the total cost of the bid is less than 1,000,000.00, **Liquidation Damage=CP*0.005*LD** will be deducted per day, starting on the date after the delivery deadline date.
2. If the total cost of the bid is more than 1,000,000.00, **Liquidation Damage=CP*0.0025*LD** will be deducted per day, starting on the date after the delivery deadline date.
3. If the liquidation damage is more than 15% of the CP, Aasandha Company can terminate the contract.

CP: Contract Price, **LD:** Late Duration

Additional Information

a) Detail scope of work must be submitted with the tender document.

b) Certificate copies and reference letters may need to be verified by contacting the relevant parties. Therefore, please provide contact information with certificate copies and reference letters.

Evaluation and Comparison of Bids

- **Clarification of Bids:** To assist in the examination, evaluation, comparison, and post-qualification of the bids, Aasandha Company Limited may, at its discretion, ask any bidder for a clarification of its bid. Any clarification submitted by a bidder in respect to its bid and that is not in response to a request by Aasandha Company Limited shall not be considered. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by Aasandha Company Limited in the evaluation of the proposals.

- **Responsiveness of Bids**: If a bid is not substantially responsive to the Bidding Documents, it shall be rejected by Aasandha Company Limited and may not subsequently be made responsive by the bidder by correction of the material deviation, reservation, or omission.

- **Technical Evaluation of Bids**: Aasandha Company Limited shall evaluate the technical aspects of the bid submitted in accordance with the RFQ, to confirm that all requirements specified in the RFQ, have been met without any material deviation or reservation.

Evaluation Criteria

- **Price: 100 points**
    - Each bidder's price is used to identify their relative position on a 0 – 100 price scale. This is done by allocating the lowest priced qualified bid 100 points and scaling-down the remaining bidder's score in relation to this, based on the price proposed by the bidder.
      Price percentage = 100 x (lowest price / quoted price)

SAMPLE FORMS (A filled form must be submitted)

Bid Form

BID FORM

Description of works:	**Technical Support for HPE Hardware and Software**
Bid to:	**Aasandha Company Limited**
Address:	Fen Building 3rd Floor, Ameenee Magu, Mahchangoalhi, Male', 20375, Republic of Maldives

Having examined the conditions of Contract, technical specifications, drawings and bill of quantities for the execution of above named works, I/we the undersigned, offer to construct and maintain the whole said work in conformity with the said conditions of Contract, technical specifications, drawings and bill of quantities for the sum of **MVR:** _____
(_____).

We undertake, if our Bid is accepted, to commence the works within seven (7) calendar days of receipt of the letter of award and to complete whole of the works in the Contract within ____ **(**_____) calendar **days**.

We agree to abide by this bid for a period of Sixty (60) days from the date of submission of the proposal, and it shall remain binding upon us and maybe accepted at any time before the expiration of that period. We understand that you are not bound to accept the lowest or any Bid you receive.

Unless and until a formal agreement is prepared and executed, this bid, together with our written acceptance thereof, shall constitute a binding contract between us.

Yours faithfully,

Signed ----------

In the capacity of _____
Duly authorized to sign bids for and on behalf of _____

---------- (Company Name & Stamp)

Date: ----------

Name & Address of Signatory
Name: ----------
Address: ----------
Tel No.: ----------
Email: ----------

Price Schedule Form

Section #:
Description:
Total Price inc. GST (MVR):
Delivery Period:

**Note: Successful Bidder shall provide cost information by completing the information above, indicating the estimated amount of time and cost of completing the project.

Bill of Materials

Item	Manufacturer Part Number	Item Description	Qty

Installation Schedules

Item	Description	Quantity	Delivery in Days	Installation and Commissioning in Days	Total Delivery and Installation Scope in Days

Annex 1

Declaration on Ethical Conduct and Fraud and Corruption

[The Bidder shall fill in and submit this form with the Bid]

We the undersigned confirm in the preparation of our Bid that:

1. Neither we, nor any of our employees, associates, agents, shareholders, consultants, partners or their relatives or associates have any relationship that could be regarded as a conflict of interest as set out in the Bidding Documents.

2. Should we become aware of the potential for such a conflict, will report it immediately to Aasandha Company Ltd.

3. That neither we, nor any of our employees, associates, agents, shareholders, partners, consultants or their relatives or associates have entered into corrupt, fraudulent, coercive or collusive practices in respect of our bid or proposal.

4. We understand our obligation to allow Aasandha Company Ltd to inspect all records relating to the preparation of our bid and any contract that may result from such, irrespective of if we are awarded a contract or not.

5. That no payments in connection with this procurement exercise have been made by us or our associates, agents, shareholders, partners or their relatives or associates to any of the staff, associates, consultants, employees or relatives of such who are involved with the procurement process on behalf of Aasandha Company, Client or Employer.

6. We agree that Aasandha Company Ltd reserves the right to disqualify, suspend or terminate any contract or other arrangement between us and Aasandha Company ltd, with immediate effect and without liability, in the event it is discovered that we have submitted a fraudulent bid.

7. This declaration is in addition to, and does not replace or cancel, or operate as a waiver of, any terms of contractual arrangements between us and the Company.

Authorized Signature: _____

Name:

Title:

Company Stamp: