















**Annex 1**

**Bid Submission Form**

Iulaan No: (IUL)94-Q/94/2023/18

**IMPORTANT:** This sheet should serve as the front page of the proposal. If any bidder fails to submit the relevant information and bid documents stated in information sheet section 05, the bid will be rejected at the bid opening stage.

**Bid Title: Enforcement and Compliance Division Office Shifting Work**

Qty	Description	Price
1	Enforcement and Compliance Division Office Shifting Work	
GST (8%)		
TOTAL (MVR)		
Total in Words:		

Duration	Calendar days	
Proposed Period		days

**Bidders Information:**

Business Name: \_\_\_\_\_

Registration Number: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Designation: \_\_\_\_\_

Contact No.: \_\_\_\_\_

Mail Address: \_\_\_\_\_

**Checklist 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 500,000.00)		
12	Bank Statement		







