



Invitation to Submit a Tender for the Provision of Facilities Management and Security Services

The Qatar Free Zone Authority would like to invite competent and experienced local Companies to a Tender in response to the issued Tender documents for the following Project:

Project Title and Nr

Provision of Facilities Management and Security Services for the Qatar Free Zone Authority
(Tender Nr: RBF&UAH/005/2019)

High Level Description of the Tender

The selected FM Service and Security Company will provide the Management and Administration for a Total Facilities Management and Security Service provision of two sites for Qatar Free Zone Authority. Both sites are multiple use, multiple purpose areas containing several distinct buildings and infrastructure components, including but not limited to a Business Innovation Park, Light Industrial Units, Warehousing, Office and Port Facilities, Roads, Traffic Management and Associated Infrastructure for our prestigious investors.

The selected FM Service and Security Company are to provide the following services including but not limited to: QHSE, Business Continuity, Environmental Management, Permits to Work systems, Infrastructure Service Management and coordination with Qatar Local Authorities for and/on behalf of QFZ.

Providing Hard FM services including but not limited to; Mechanical, Electrical, HV and ELV, Life Safety, (including high pressure fire fighting networks) and Public Health Systems. In addition to Civils work including Building Condition Surveys, Locksmith Services and Move Management.

Soft FM Services including but not limited to; Specialist Cleaning, Pest Control, Waste Management, Road Sweeping, Landscaping, Receptionist Hospitality and Concierge Services.

Security Services, including but not limited to; free zone site and building control, patrolling, access control, fire monitoring including fire warden services with evacuation control and assistance.

Providing a Planned Preventive, Corrective and Reactive Maintenance service regime through establishing a robust asset management system, set up, data collection and verification of FM Assets. Establishing a 365/24/7 Helpdesk Service, Asset Management/ CAFM system in line with set KPI's and Performance Measures.

Eligibility of Tenders

1. Must hold an internationally recognized accreditation for the provision of Facilities Management Services;
2. Must hold an international accreditation for HSE, QA/ QC and Environmental Management;
3. Experience in management and successful implementation of Facilities Management Services within Qatar and be able to demonstrate such experience.
4. Proof of ability to provide and maintain a Performance Bond of 10% of the Accepted Contract Sum for a minimum of 36 months from a registered bank in Qatar.

Tender Documentation Collection

The Tender shall only be issued in soft copy only on CD and can be collected from the following address on the date indicated below:

QFZA Site offices Ras Bufontas Free Zone

Doha
Qatar

Details of location can be obtained via email to:
contracts@qfz.gov.qa

Collection

The Tender Documentation will be available for collection commencing from 12.00 (noon) on 31 August 2020 The person collecting the tender documents shall provide a letter of authority for the collection stamped and signed for by the Company

Tender Fees

A tender fee of **2,000 QAR** is applicable to this Tender. The Tender Fee must be paid and confirmed by QFZA prior to the issue of the Tender Documentation and will only be issued on proof of this confirmation from QFZA.

The Tender Fee is payable to the following bank account:

Name of Account: **FREEZONE**

Bank Name: **Masraf Al Rayan**

Branch: **Main**

Current Account No. **0003 1155 00 001**

IBAN No. **QA97MAFR000000000003115500001**

Closing of Date for Submission of Tender

The closing date for the receipt of tenders will be stated in the Invitation to Tender letter.