

Project Title:

Pre-qualification for: Interior Fit out works and loose furniture supply for new Head Office and Bank Branch of OHB

Brief on the project

The project is situated in Ghala Heights, Muscat, spanning approximately 5,000 m². The scope of work encompasses MEP, HVAC, firefighting and life safety systems, IT infrastructure, carpentry and joinery, partitions and ceilings, premium finishes, supply and installation of loose furniture, flooring, wall treatments, and all other associated works to ensure comprehensive and high-quality execution.

TERMS AND CONDITIONS FOR E-TENDER SUBMISSION

Oman Housing Bank (OHB) – Interior Fit-Out Works & Loose Furniture Supply

- 1 These Terms and Conditions govern the electronic submission, evaluation, and award of tenders via the BIDBID e-Procurement Portal for the Interior Fit-out Works and Loose Furniture Supply for the New Head Office and Bank Branch of OHB.
- 2 By participating, bidders acknowledge and agree to comply fully with these Terms and Conditions. Non-compliance may result in disqualification.
- 3 Oman Housing Bank (OHB) reserves the right to amend, cancel, or modify any part of the tender process without prior notice.
- 4 Only bidders who successfully complete the pre-qualification stage will be eligible to receive the official tender documents and proceed with the bidding process.
- 5 The pre-qualification process and required documentation are detailed separately and must be submitted in accordance with the prescribed Tender announcement.
- 6 OHB reserves the right to verify all submitted information and to reject any bidder failing to meet the required standards.
- 7 Late submissions will not be considered under any circumstances.
- 8 Submissions must be complete, with all required fields filled and supporting documents uploaded in the prescribed format (PDF).
- 9 Any misrepresentation, false information, or omission may result in immediate disqualification.
- 10 Upon successful pre-qualification, bidders are required to pay a non-refundable tender fee of OMR 1000 before obtaining the official tender documents.
- 11 Proof of payment must be uploaded to the BIDBID e-Procurement Portal before access to the tender documents is granted.
- 12 OHB reserves the right to accept or reject any tender submission at its sole discretion without obligation to provide justification.
- 13 All information submitted through the BIDBID e-Procurement Portal will be treated as confidential and will not be disclosed to third parties except as required by law.
- 14 Bidders shall not disclose any tender-related information to unauthorized parties without prior written consent from OHB.
- 15 Any attempt to manipulate the tender process, including collusion or unauthorized communication, will result in immediate disqualification and potential legal action.
- 16 All bidders must comply with applicable Omani laws and procurement regulations.
- 17 OHB shall not be responsible for any costs incurred by bidders in preparing and submitting their tender applications.
- 18 OHB reserves the right to amend, withdraw, or cancel this tender at any stage without prior notice or obligation.
- 19 In the event of unforeseen circumstances, OHB may extend deadlines, modify requirements, or request additional documentation at its discretion.

REQUIRED DOCUMENTS FOR SUBMISSION UPON REGISTRATION

All bidders must submit the following documents as part of their registration and pre-qualification process.

- 1 Signed Confirmation Letter – A letter signed by an authorized signatory, confirming compliance with the pre-qualification requirements.
- 2 Company Registration Certificate
- 3 Valid Business License
- 4 Power of Attorney (Authorizing the signatory to act on behalf of the company)
- 5 Tax Compliance Certificate
- 6 Company Profile (Including company history, core business activities, and key projects)
- 7 ISO Certification (Or equivalent quality assurance certification, if available)
- 8 Joint Venture Agreement (If applicable, for joint bids)
- 9 Company Organizational Structure (Including key personnel and technical team details)
- 10 Riyada Card (For Small and Medium Enterprises (SMEs), if applicable)
- 11 Project References: Evidence of at least five (5) successfully completed interior fit-out projects for banks, corporate offices, or similar financial institutions. Each project must meet a minimum contract value requirement ranging between OMR 500,000 - OMR 3,000,000. Completion certificates and client contact details must be provided for verification. Moreover, bidders must confirm their role in the listed projects, specifying whether they acted as the main contractor or subcontractor.
- 12 A confirmation and Proof of expertise in executing carpentry and joinery, partitions and ceiling works, as well as mechanical, electrical, and plumbing (MEP) services, Firefighting and life safety along with IT installations. If subcontractors are engaged, their complete details must be included in the pre-qualification submission.
- 13 Subcontractor Details (If subcontractors are engaged, provide complete details of subcontractors, including their scope of work and past performance and certificate).
- 14 Proven ability to execute fast-track projects without time overruns.
- 15 Financial Audit Reports for the Last Three (3) Years (Certified by an accredited auditor).
- 16 Statement of Financial Capacity, proving the bidder's ability to handle a project of this scale without financial constraints.