

Terms of Reference for Procurement of BICMA's Monitoring/Working/Field Dress



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དབང་པོ་ལྷན་ཁག་།

Bhutan InfoComm and Media Authority
Ministry of Industry Commerce and Employment
Royal Government of Bhutan

September 2023

Table of Contents

1. Background	3
2. Objective	3
3. Specifications	4
a. Field Dress Specification Description	4
b. Working Boot Specification Description	4
c. BICMA Logo: Is attached in annexure IV for the reference	5
4. Quantity	5
5. Sample Design Requirement	5
6. Evaluation	5
a. Quality evaluation: Only the bidder who has fulfilled the specification criteria and the quality check of the sample will be passed to the next round of evaluation which is financial evaluation.	5
b. Financial Evaluation: The bidder with the lowest financial quote will be awarded.	5
7. Payment Schedule	6
8. Annexure	7
Annexure 1: Coat/upper clothes sample design	7
Annexure II: Pant/Lower clothes sample design	7
Annexure III: Working boot sample	8
Annexure IV: BICMA Logo	8

1. Background

The Bhutan InfoComm and Media Authority is mandated to carry out the monitoring of ICT and Media services and it basically involves technical monitoring where the officials have to handle and deal with the network equipment and infrastructures. For this, it is imperative that the officials have comfortable outfits to carry out the field work efficiently and effectively. The field work often involves holding heavy monitoring equipment, climbing tall towers, fixing the equipment, traveling in dense forests and trekking remote areas for network monitoring etc. In this regard, a comfortable outfit for the officials is essential to ensure that individuals can perform their duties effectively while also protecting themselves from potential hazards and adverse weather conditions.

Therefore, the Authority is intended to procure a field dress which is designed to provide comfort, safety, and functionality for individuals engaged in tasks that require specific types of clothing.

Similar field outfit was procured before with the budget approval from the Ministry of Finance, however, due to unavailability of those staff which were either resigned or transferred, the Authority is in need of procuring a whole set of field/working dress for the tasks specified.

2. Objective

The objective of the procurement are as mentioned in the following but not limited to:

- a. **Safety and Protection:** To provide individuals with clothing that offers adequate protection against the specific hazards and risks associated with their work task.
- b. **Compliance with Regulations:** Different industries and work environments have regulations and standards in place that dictate the type of clothing individuals must wear for safety and legal compliance.
- c. **Enhanced Performance:** The right attire can significantly impact an individual's performance and productivity.
- d. **Comfort and Well-Being:** Comfortable clothing contributes to the well-being and overall satisfaction of individuals.
- e. **Reduction of Health Risks:** In work environments where exposure to hazardous materials, chemicals, or biological agents is a concern, the right working/field dress can help minimize the risk of health-related issues.

- f. **Employee Identification:** In certain industries, distinctive working attire can aid in the easy identification of employees.
- g. **Professionalism:** It is important to enhance professionalism while at work and the proper outfit and field dress can provide that.

3. Specifications

a. Field Dress Specification Description

Coat/ upper clothes

- One pocket at right front
- Instead of Pocket in the left side BICMA's logo should be printed
- At the back side, name tag "BICMA" will be printed
- Coat will be zip chain and button based.
- Detachable hoodie which chain based
- Color combination as per sample design in annexure I but not limited to (bidders to have their innovations and creativity for the best combination)
- Clothes materials should be Ripstop fabric

Pant

- Pants will have 2 side pockets and a
- Back pocket at right with button
- Provision for belt system
- Fly zipper system with button at the waist
- Color combination as per sample design in annexure II but not limited to (Color combination as per upper attire/coat)
- Clothes materials should be Ripstop fabric.

b. Working Boot Specification Description

- Synthetic sole
- Shaft measures approximately Ankle from arch
- Boots from Magnum which can be used in Rugged and for reliable work
- Leather and nylon upper - tough, protective exterior
- Padded tongue and collar - provides support and comfort around the ankle
- Slip and oil resistant outsole which generates traction across all surfaces

- Anti-bacterial treated EVA insole - durable and comfortable underfoot cushioning
- Without steel toe
- Magnum Unisex adults mid work boots, black as shown in annexure III but not limited to

c. **BICMA Logo:** Is attached in annexure IV for the reference

4. Quantity

Total 20 numbers (approximately)

5. Sample Design Requirement

- a. The bidder shall provide their own design derived from the sample design provided by the procuring agency along with a clothes piece sample.
- b. The sample design and the sample of the (field dress and working boot) should be based on the given specifications.

6. Evaluation

The evaluation shall be based on the following:

- a. **Quality evaluation:** Only the bidder who has fulfilled the specification criteria and the quality check of the sample will be passed to the next round of evaluation which is financial evaluation.
- b. **Financial Evaluation:** The bidder with the lowest financial quote will be awarded.

7. Payment Schedule

- The winning bidder should submit one initial sample working/field dress to the procuring agency before full delivery (delivering the whole quantity).
- 100% payment will be made to the winning bidder only upon the full delivery.
- TDS will be deducted as per the Procurement Rules and Regulations of Bhutan during the payment.

8. Annexure

Annexure 1: Coat/upper clothes sample design (front and back)



Annexure II: Pant/Lower clothes sample design (front and back)



Annexure III: Working boot sample



Annexure IV: BICMA Logo

