

Consultancy Services for the Survey and Planning of Maldives National Archives Digital Preservation Project

Request for Proposals

1. The National Archives (entrusted by the law 16/2011) has a statutory responsibility to be able to preserve a number of national records of enduring value. It is essential that the National Archives setup a digital preservation system to fulfil this requirement.
2. National Archives of Maldives now invite prospective consultants to submit proposals for the conduction of an initial survey and to develop a plan that will serve to setup a modern digital archival repository at the National Archives of Maldives.
3. The RFP document may be obtained from the National Archives' website at www.archives.gov.mv or may also be requested by sending an email to info@archives.gov.mv to obtain a copy.
4. Interested consultants may obtain further information on request by emailing to ahmed.asim@archives.gov.mv.
5. The proposals are expected to be submitted to the following address on **1400 hours local time on Tuesday, 14 June 2022.**

National Archives of Maldives
H. Keleethia, 02nd Floor, Hakuraa Goalhi
Malé 20097, Republic of Maldives
Tel: +9603010960
www.archives.gov.mv

6. Prospective consultants may alternatively email password protected electronic versions of the proposals to projects@archives.gov.mv before **1100 hours on Monday, 13 June 2022.** The proposers shall share the password during the proposal opening session.
7. The proposals will be opened in a session to be held at the National Archives of Maldives and in the presence of representatives of prospective consultants. This session will take place at the time and date mentioned below or any such time and date as notified to the proposers.
8. Failure to attend the proposal opening session will render disqualification of the proposals.
9. Dates and timing for the submission process.

Activity	Time and date	Venue
Deadline for proposal submissions via email	1100 hours on Monday, 13 June 2022	Email to: projects@archives.gov.mv
Deadline for inquiries	By 1100 hours on Sunday, 12 June 2022	Queries shall be forwarded to: ahmed.asim@archives.gov.mv Clarifications of the queries will be published on: https://archives.gov.mv/
Proposal opening	1400 hours on Tuesday, 14 June 2022	National Archives of Maldives

		<p>H. Keleethia, 03rd Floor, Hakuraa Goalhi Malé 20097, Republic of Maldives</p> <p>Consultants who have emailed electronic versions will be sent a Zoom Meeting link ahead of the proposal opening session.</p>
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Note: All timings reflect Maldivian local timings (GMT+05:00)