
Tender Report

Project Title: Construction of New School Building

Tender Reference Number: ABC/123/2024

Client: XYZ Educational Trust

Tender Submission Deadline: July 31, 2024, at 5:00 PM

Tender Opening Date: August 1, 2024, at 10:00 AM

Report Date: August 10, 2024

1. Introduction

This report provides an overview and analysis of the tender submissions received for the construction of a new school building for XYZ Educational Trust.

2. Tender Process

The tender notice was issued on July 3, 2024, and was made available to qualified contractors. The deadline for submission was July 31, 2024, at 5:00 PM. The tender documents were obtained by interested bidders from the XYZ Educational Trust office.

3. Tender Opening

Tenders were opened on August 1, 2024, at 10:00 AM at the XYZ Educational Trust office in the presence of representatives from the bidders. The opening process was transparent and conducted in accordance with the standard procurement regulations.

4. Bidders

The following bidders submitted tenders:

1. **ABC Construction Ltd.**

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- Bid Amount: \$1,500,000
 - Completion Time: 12 months
 - Key Qualifications: Completed 5 similar projects, excellent financial standing

2. **BuildRight Inc.**

- Bid Amount: \$1,450,000
- Completion Time: 14 months
- Key Qualifications: Completed 3 similar projects, good financial standing

3. **ConstructCo Enterprises**

- Bid Amount: \$1,600,000
- Completion Time: 11 months
- Key Qualifications: Completed 7 similar projects, excellent financial standing

4. **DevBuild Solutions**

- Bid Amount: \$1,520,000
- Completion Time: 13 months
- Key Qualifications: Completed 4 similar projects, good financial standing

5. **Evaluation Criteria**

The tenders were evaluated based on the following criteria:

- Compliance with tender requirements
- Bid price
- Completion time
- Contractor's experience and qualifications
- Financial stability
- Proposed methodology and work plan

6. **Evaluation Results**

After careful evaluation, the results are as follows:

1. **ABC Construction Ltd.**

- Strengths: Competitive pricing, strong qualifications, shortest completion time
- Weaknesses: None identified
- Score: 95/100

2. **BuildRight Inc.**

- Strengths: Lowest bid price, satisfactory qualifications
- Weaknesses: Longer completion time
- Score: 90/100

3. **ConstructCo Enterprises**

- Strengths: Excellent qualifications, strong financial standing
- Weaknesses: Highest bid price
- Score: 85/100

4. **DevBuild Solutions**

- Strengths: Good qualifications, reasonable completion time
- Weaknesses: Higher bid price compared to lowest bid
- Score: 88/100

7. **Recommendation**

Based on the evaluation results, it is recommended that the contract for the construction of the new school building be awarded to **ABC Construction Ltd.** They offered the most competitive bid with the shortest completion time and demonstrated strong qualifications and financial stability.

8. **Conclusion**

The tender process was conducted fairly and transparently, ensuring that the best-qualified contractor was selected for the project. We recommend proceeding with the contract award to ABC Construction Ltd. and initiating the project as scheduled.

Prepared by:

Jane Smith

Procurement Officer

XYZ Educational Trust