

FREQUENTLY ASKED QUESTIONS (FAQs)

Contractor Services for the Construction of Roxborough and Old Grange Police Stations, Tobago

1. *What is the purpose of this Request for Proposals?*

The purpose of this Request for Proposals is to identify and contract a suitably qualified and experienced building Contractor(s) with the necessary resources to construct the Roxborough and the Old Grange Police Stations in accordance with the Specifications, Drawings and Bills of Quantities provided by the Client.

2. *What is the recommended team composition?*

At a minimum, the proposed team should comprise the following:

1. Project Manager (1 No.)
2. Project Engineer (with a Civil Engineering background) (1 No.)
3. Mechanical Engineer (1 No.)
4. Electrical Engineer (1 No.)
5. Site Supervisor (General – experienced in plumbing, electrical, concrete and civil works) (1 No.)
6. Quantity Surveyor (1 No.)
7. Surveyor (1 No.)
8. QA/QC Manager (1 No.)
9. Procurement Manager (1 No.)
10. Health, Safety, Security and the Environment Manager (1 No.)

3. *Are Proponents required to submit a Bid Bond with their Proposals?*

A Bid Bond in the amount of \$3.0M (TT) in a form acceptable to UDeCOTT, from a financial institution or insurance company acceptable to UDeCOTT, must be submitted with **each** Proposal, and shall be valid for thirty-five (35) days beyond the end of the Tender Proposal Validity Period.

4. *Would proposals submitted by Joint Ventures be acceptable?*

Proposals submitted by Joint Venture (JV) entities would be acceptable providing that the following is included in their Proposals:

1. Joint Venture Guarantee
2. Joint Venture Agreement (executed)
3. Audited Financial Statements, Litigation History and Experience of each

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member

4. Other related documents identified in the RFP.

5. *Please provide a brief description of the Works/Services to be provided.*

The Contractor(s) shall provide all of the material, labor, equipment, and services necessary for the construction of the Roxborough and the Old Grange Police Stations in accordance to the Drawings, Specifications and Bills of Quantities appended to the RFP.

6. *What experience is the Proponent required to demonstrate?*

Proponents are required to demonstrate experience in the provision of construction fit-out services on projects of a similar nature defined as follows:

- Police stations, fire stations, schools, prisons, housing developments, administrative buildings and warehouses

Greater consideration shall be given to those Proponents who can demonstrate experience in the provision of contractor services on high security buildings on projects of a similar nature of a higher value.

7. *What financial documents must be submitted?*

Proponents must submit independently audited financial statements for the years 2013, 2014 and 2015.

8. *Can a Proponent tender for one or both Projects?*

A Proponent may submit a Proposal for either Old Grange or Roxborough Police Station or both. However, UDeCOTT reserves the right to award no more than one project to an individual Proponent.