



THE URBAN DEVELOPMENT CORPORATION OF TRINIDAD AND TOBAGO LIMITED (UDeCOTT)

REQUEST FOR PROPOSALS OUTFITTING OF THE BASEMENT AT THE OFFICE OF THE PRIME MINISTER- WHITEHALL

The Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for the **Outfitting of the Basement at the Office of the Prime Minister- Whitehall.**

In accordance with the Public Procurement and Disposal of Public Property Act, 2015 (as amended), suppliers of goods, works and services, interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://opr.tt.org/procurement-depository/>. Therefore, UDeCOTT is inviting suitably qualified suppliers to register and apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: 72121103 - Commercial and office building renovation and repair service

The tender process for this project will be conducted via UDeCOTT's E-Tender System. The RFP package will be available on the E-Tender System from **Monday, 8 June 2026**. To access the Tender, Proponents must register on the E-Tender System via <https://udecott.etenderworld.tt/login.php>.

Should you encounter any technical difficulties in accessing or using the system, you are to immediately contact our IT Helpdesk at 225-4004 ext. 206 or etenderhelpdesk@udecott.com, carbon copying the Office of the Chief Procurement Officer at tenders@udecott.com.

The successful contractor shall be chosen using competitive selection process as set out in the Request for Proposals (RFP).

INFORMATION SESSION AND SITE VISIT

An Online Information Session will be held via **Microsoft Teams** on **Friday, 12 June 2026, at 10:00 a.m.** This will be followed by a Site Visit on the same day at **2:00 p.m.** at The Office of the Prime Minister, Whitehall, located at #29 Maraval Road, St. Clair, west of Queen's Park Savannah, Port of Spain.

Interested parties are kindly asked to confirm their availability, together with the **names and preferred email addresses** of their representatives who will be in attendance, via email to tenders@udecott.com.

SUBMISSION

Proponents are advised that submissions must include ALL the documents as set forth in the RFP and must be in accordance with the terms therein.

Failure to do so may result in disqualification.

The deadline date for submission of proposals is **7 July 2026, at 2:00 p.m. (AST)**.

Additional information may be requested through email forwarded to the attention of **The Office of the Chief Procurement Officer** at tenders@udecott.com.

UDeCOTT reserves the right to reject any or all proposals for failure to comply with any mandatory requirements stated in the RFP.

THE OFFICE OF THE CHIEF PROCUREMENT OFFICER

FREQUENTLY ASKED QUESTIONS (FAQs)

OUTFITTING OF THE BASEMENT AT THE OFFICE OF THE PRIME MINISTER- WHITEHALL

What is the purpose of this Request for Proposal?

The purpose of this Request for Proposal is to identify and contract a suitably qualified and experienced Contractor to undertake the Project.

When will the RFP be available?

The RFP package will be available on UDeCOTT's E-Tender System from Monday 8 June 2026.

Are interested parties required to register with the Office of the Procurement Regulator?

Proponents are advised that in light of the proclamation of the Public Procurement and Disposal of Public Property Act, 2015, all proponent interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Proponents are required to apply for pre-qualification in the OPR's Procurement Depository for the following line of business code:

- 72121103 - Commercial and office building renovation and repair service

Is it mandatory to attend the online information session?

Attendance to the online information session is **not** mandatory. It does, however, provide a greater understanding of the requirements of the RFP.

Are there any eligibility requirements for this Procurement Process?

In order to be eligible for evaluation and/or consideration to provide the Services, Proponents must be able to demonstrate the following:

- Incorporation or otherwise registered to do business in Trinidad and Tobago as evidenced by the Certificate of Incorporation or Registration (as applicable);
- Submission of Statutory Clearance/Compliance Certificates, (for companies incorporated/registered in Trinidad and Tobago) valid as at the tender submission deadline, namely;
 - VAT Clearance Certificate
 - BIR Clearance Certificate
 - NIS Certificate of Compliance

Are Proponents required to purchase the RFP package?

There will be no cost for the RFP package.

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

No, a Bid Bond is not required for this RFP.

What is the recommended team composition?

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

1. Project Manager (1 No.)
2. HSSE Manager (1 No.)
3. Site Supervisor (1 No.)

Proponents are to note that the responses provided as guidance to these Frequently Asked Questions does not relieve the Proponent of its obligation and responsibility to fulfil and comply with all requirements of the Request for Proposals.



udecott

Urban Development Corporation
of Trinidad and Tobago Limited

SCOPE OF WORKS

**OUTFITTING OF THE BASEMENT AT THE OFFICE OF THE PRIME
MINISTER- WHITEHALL**

October 2025

Revision_00

**PROVISION OF DESIGN-BUILD SERVICES FOR THE OUTFITTING OF WHITE HALL
BASEMENT TO ACCOMMODATE THE CABINET SECRETARIAT**



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I. OVERVIEW

Client: Office of the Prime Minister

End User: Cabinet Secretariat

The Office of the Prime Minister is desirous of outfitting the Basement at the Office of the Prime Minister, Whitehall upon completion of renovation works at Whitehall, Basement. Specifically, the Cabinet Secretariat is to be accommodated at this location. To facilitate the same, the outfitting of the Whitehall Basement will entail minor construction works and the supply and installation of new office furniture in accordance to the provided conceptual layouts.

The purpose of this Scope of Works document is to provide a description of the works to be done for this project, and the deliverables of the Design Build contractor with respect to these works. This document should be read in conjunction with the following appendices:

- Appendix 1 – Conceptual Design and Furniture Typologies
- Appendix 2 – As Built Drawings
- Appendix 3 – Performance Specifications
- Appendix 4 – Bill of Quantities
- Appendix 5 – User Brief

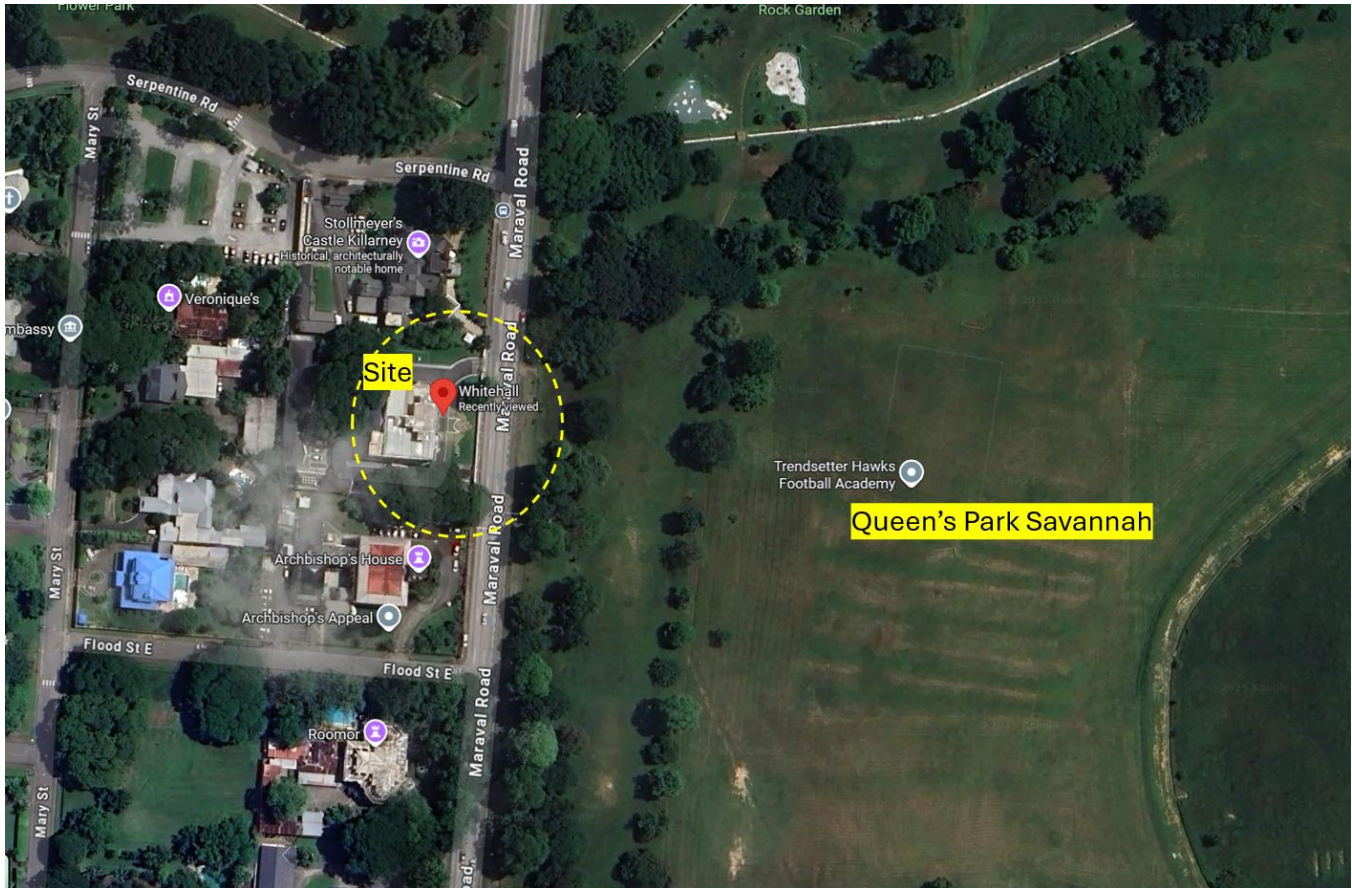
II. OUTFITTING APPROACH

The goal of this construction project is to outfit the Basement of the Office of the Prime Minister, Whitehall, to accommodate the Cabinet Secretariat. The Basement is currently being renovated for use by the Cabinet Secretariat, but the staff complement has since been increased, and therefore minor modifications to the space are necessary to render the space fit for purpose. To accomplish this, the contractor is to adjust the locations of electrical and ICT infrastructure to match new proposed locations of workstations, ensuring that each workstation is supplied with its own electrical, voice and data connection. Increased task lighting is needed to match the increased staff accommodation. Walls are to be relocated and added, and the contractor should execute all construction works to make good the impacted areas, as necessitated by the design. Furniture should be supplied in keeping with the design intent indicated in the conceptual designs provided. Special attention should be given to furniture quality to match or exceed recommended specifications, and to clearances for walking aisles, and minimizing clutter.

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III. THE SITE



The Site is located at the Basement of Whitehall

IV. BASE SCOPE OF WORKS

To meet the functional needs of the client, construction and outfitting works to be performed by the Design-Build Contractor shall comprise the outfitting of xxxx sq. m of space. The works to be done are inclusive of, but not limited to the following:

1. Demolition Works
2. Super-structure Works where needed: Repositioning of gypsum walls , introduction of new walls
3. Finishes (Interior)
 - a) Wall Finishes (Wall Painting and Coating, Acoustical Wall Treatment, Wall Finish Supplementary Components, Special Wall Surfacing etc.)
 - b) Ceiling Finishes (Plaster and Gypsum Board Finish, Ceiling Paneling, Ceiling Painting and Coating, Acoustic Ceiling Treatment, Suspended Ceilings etc.)

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4. Interior Doors & Ironmongery (Interior Special Function Doors, Interior Access Doors and Panels, Interior Door Supplementary Components) as needed
5. Electrical (New and Modifications to existing system)
 - a) Power (Panels, Plugs, Wiring, Conduit, etc.)
 - b) Lighting (Lighting Control, Lighting Fixtures, Panels, Wiring, Supports, etc.)
 - c) Security
6. HVAC Works (Modifications to Existing System Where Necessary)
 - a) Ventilation and Air Condition (HVAC Air Distribution, Facility Distribution Systems, Supplementary Components Commissioning & Balancing)
 - b) Duct and Insulation works as needed
7. Fire Protection Works
 - a) Fire Alarm/ Smoke Detection System
 - b) Fire Suppression Systems
8. Information and Communication Technology (ICT) Works
 - a) Voice and Data Communications Infrastructure and Cabling
 - b) Access Control Systems Infrastructure
9. Supply and installation of furniture and furnishings
10. Site Maintenance and Management; Site Cleaning for Handover
11. Snagging, testing
12. Handover: Obtain all necessary permits, licenses, insurance, etc. necessary for the execution of the works;

V. GENERAL NOTES

- a) The Contract Price is deemed to include for the design, construction, equipping, testing, commissioning, training, provision of “as built” drawings and records and operational and maintenance manuals.
- b) The Design-Build (“D-B”) Contractor shall conduct all the necessary investigations, studies and analyses, calculations, and prepare conceptual and final designs for the successful delivery of the Project. These will then serve as the groundwork for the subsequent construction stages.
- c) Duration of each service/works is in calendar days, inclusive of Saturdays, Sundays and public holidays.
- d) Primary units of system shall be in metric, unless otherwise directed by the Client.
- e) All sketches, drawings, calculations, materials lists, bills of quantities, methodology, reports, and project schedules shall be submitted in both hard copy and digital format (electronic copy) via CD-ROM or any portable storage device e.g. USB flash drive.

Submittals	Hard Copy	Electronic Copy
Sketches and Drawings	<ul style="list-style-type: none"> ▪ Sketches & Drawings: minimum acceptable sheet size is 11” x 17” (3 copies) 	<ul style="list-style-type: none"> ▪ AutoCAD 2010 (or higher version) and PDF

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Submittals	Hard Copy	Electronic Copy
	<ul style="list-style-type: none"> ▪ For-Construction Drawings: acceptable sheet size is in A1 only (3 copies). 	
Project Schedules	<ul style="list-style-type: none"> ▪ minimum acceptable sheet size is 11" x 17" 	<ul style="list-style-type: none"> ▪ MS Project 2010 (or above) and PDF
Reports, analysis, charts	<ul style="list-style-type: none"> ▪ minimum acceptable sheet size is 8.5" x 11" or as appropriate (colour printed on one side only) 	<ul style="list-style-type: none"> ▪ MS Word or/and MS Excel and PDF
Photography	<ul style="list-style-type: none"> ▪ Should be included in the report or as appropriate (colour printed on one side only) 	<ul style="list-style-type: none"> ▪ JPEG and PDF
Presentation	<ul style="list-style-type: none"> ▪ As appropriate (print on one side only) 	<ul style="list-style-type: none"> ▪ MS PowerPoint and PDF

- f) The Design-Build Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Design-Build Contractor shall remove from the work premises any rubbish, tools, scaffolding, equipment, and materials that are not to remain with the client. Unsightly materials and debris, garbage, and equipment should be removed as required, while materials should be scheduled for delivery to the site only as required for immediate use.
- g) **Logistics:** Staging / storage areas are to be advised by the project manager. The Design-Build Contractor shall provide all equipment needed for material transportation, equipment and labor to execute the project.
- h) **Coordination:** The Design-Build Contractor is also required to coordinate with other appointed UDeCOTT and Client appointed contractors for implementation of the works
- i) **Removals:** Any Items that affect the workspace and need to be removed (either temporarily and reinstated); or need to be removed altogether and reinstated with new shall be accounted for by the Design-Build Contractor and identified and agreed prior to commencement of any work.
- j) **Finishing & Clean up:** Restore all items to their existing conditions; The Design-Build Contractor shall be required to keep the work site free from debris and trash at all times. Upon completion of work contractor must remove all debris and trash from the site out of the compound.
- k) **Final Preparation for Handover:** Prior to Handover, the contractor is to ensure that the site is ready for occupation by the CLIENT. In this regard the contractor is required to ensure that the site is thoroughly cleaned and is responsible to:

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- Deep clean all soft surfaces left in place during construction
- Clean all hard surfaces (floors, walls, cabinets, shelves etc.) of all dust and particulate matter
- Remove and dispose of all packaging, stickers and labels on supplied products
- Clean all lavatories, washrooms, kitchens and plumbing fixtures

VI. STATUTORY REQUIREMENTS, DESIGN CODES & STANDARDS

a) All design drawings, calculations and workmanship shall be delivered in accordance with, and in compliance with the Appendices of this Employer’s Requirements, and the guidelines, regulations and statutory requirements of all Governmental Statutory and Regulatory Agencies, which include but not limited to:

- Town & Country Planning Division (TCPD)
- Ministry of Works and Infrastructure (MOWT) e.g. Designs Branch, Highways Division, Traffic Management Branch, Drainage Division, and other applicable Divisions
- Water and Sewerage Authority (WASA)
- Trinidad and Tobago Electricity Commission (T&TEC)
- Port of Spain City Corporation
- Local Health Authorities
- Occupational Safety and Health Authority (OSHA)
- Regional Corporations
- Trinidad and Tobago Fire Services Authority
- Environmental Management Authority (EMA)
- Telecommunications Services of Trinidad & Tobago (TSTT)
- Ministry of Energy and Energy Industries (MEEI)
- Trinidad and Tobago Bureau of Standards (TTBS)

b) The codes and standards to be used in the designs are listed below at a minimum. The D-B Contractor may propose other codes and standards if same are compatible with/acceptable to the guidelines, regulations and statutory requirements of all Governmental Statutory and Regulatory Agencies of Trinidad and Tobago.

❖ Architectural Designs (Reference Codes and Guidelines)

- | | |
|----------|--|
| PLANNING | <ul style="list-style-type: none">• Town and Country Planning Regulations• Regional Corporation Regulations |
|----------|--|

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BUILDINGS/ STRUCTURES	<ul style="list-style-type: none">• International Building Code (IBC) 2018.• Caribbean Uniform Building Code (CUBIC)• AWPA U1 – User Specification for Treated Wood: 2018• American Society of Civil Engineers code ASCE-7-05• International Building Code (IBC) for earthquake loading using equivalent static analysis and compared to CUBIC. A peak ground acceleration of 0.4g shall be used.• American National Standards Institute (ANSI)• American Concrete Institute ACI 318• American Institute of Steel Construction (AISC manuals)• ASHRAE Standard 189.1 (Latest version)• BOMA 2017 Standard for Office Buildings: Standard Methods of Measurement ANSI/BOMA Z65.1-2017
CONTRACT FURNITURE	<ul style="list-style-type: none">• The Suite of BIFMA Standards for Office furniture
FIRE/LIFE SAFETY	<ul style="list-style-type: none">• NFPA 101-2018 – Life Safety Code• NFPA 1-2018 – Fire Code
UNIVERSAL ACCESSIBILITY	<ul style="list-style-type: none">• Accessible and Usable Buildings and Facilities ANSI A177.1:2017
SUSTAINABILITY	<ul style="list-style-type: none">• LEED v4 Guidelines
LOCAL REGULATIONS	<ul style="list-style-type: none">• The Occupational Safety and Health Act 1, 2004 as amended 2006

❖ Structural Engineering Designs (Reference Codes and Guidelines)

Local Codes and Standards as per Ministry of Works and Infrastructure (Design Engineering Branch of the Construction Division)

a) Vertical Loads:

ASCE 7 - 05

b) Earthquake Loads

IBC 2009

ASCE 7-05

Refer to Seismic Research Unit website <https://uwiseismic.com/downloads/seismic-hazard-map/> for Hazard Maps of Trinidad and Tobago

c) Wind Loads

ASCE 7 - 05

(Trinidad 117mph, Tobago 130mph – 3 sec. Gust for Trinidad and Tobago)

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- d) Reinforced Concrete Designs
ACI 318-05 for IBC 2006

- e) Structural Steel
AISC 341 – 05 including Supplement No. 1 dated 2006
AISC 360 – 05
AISC 358 - 05 including Supplement No. 1 dated 2009

- f) Structural Masonry
ACI 530-05
ASCE 5-05
TMS 402-02

- g) General Requirements for Seismic Structural Design:
 - 1. Every structure and every portion thereof shall, as minimum, be designed, detailed and constructed to resist the effects of seismic ground motions. Additionally, all detailing must be in accordance with the material standards referred to in the Code used for the particular force resisting systems.

 - 2. Where code prescribed wind design produces greater effects, seismic design detailing requirements and limitations pre- scribed in the approved codes IBC 2009 shall be followed.

 - 3. A continuous load path, with adequate strength and stiffness shall be provided which will transfer all forces from the place of application to the resisting elements.

 - 4. Where calculations include the results from a computer program, the following information must be submitted: -
 - i. A labelled drawing of the complete structural model used to represent the structure in the computer-generated analysis.
 - ii. At the discretion of the building official, a presentation/demonstration of the use of the program for the design shall be required.
 - iii. Input Data shall be provided via a printout from the structural program used;
 - iv. Where the structural design is generated via the computer software/programme, hand calculations or detailed spreadsheets for each typical Primary structural element must be provided, as required by the building official.

International Codes (Latest Edition)

- h) International Building Code (IBC)
- i) American Society of Civil Engineers - ASCE 7-95 Minimum Design Loads for Buildings and other structures – Live Loads and Wind Loads
- j) BS 8110:Part 2, Structural Use of Concrete
- k) Uniform Building Code (UBC)
- l) International Fire Code (IFC)

North American Codes

- m) ACI - American Concrete Institute

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- n) ACI - American Concrete Institute publications to be utilized in the design of concrete and masonry structural elements in accordance with the requirements of IBC 2006 and ASCE 7:
 - i. 318-05: Building Code Requirements for Structural Concrete and Commentary
 - ii. 530-05: Building Code Requirements for Masonry Structures and Commentary
- o) AISC - American Institute of Steel Construction publications to be utilized in the design of structural steel structural elements in accordance with the requirements of IBC 2006 and ASCE 7:
 - i. 303-05: Code of Standard Practice for Steel Buildings and Bridges
 - ii. 325-05: Steel Construction Manual – Thirteenth Edition
- p) 327-05: Seismic Design Manual
- q) AISI - American Iron and Steel Institute
- r) ANSI - American National Standards Institute
- s) ASTM - American Society for Testing and Materials
- t) ASCE - American Society of Civil Engineers

❖ Mechanical Engineering Designs

AMSE B31	Standards of Pressure Piping
ASME B16	Standards of Pipes and Fittings
ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers, Inc.
ASHRAE 55	Thermal Environmental Conditions for Human Occupancy
ASHRAE 90.1	Energy Standard for Buildings except Low-Rise Residential Buildings
ASHRAE 62.1	Ventilation for Acceptable Indoor Air Quality
ICC IC 2007	2007 Supplement to the International Codes
ICC IFC 2006	2006 International Fire Code
ICC IPC 2006	2006 International Plumbing Code
ICC IMC 2006	2006 International Mechanical Code
ICC IFGC 2006	2006 International Fuel Gas Code
ICC IECC 2006	2006 International Energy Conservation Code
ICC IWUIC 2006	2006 International Wildland-Urban Interface Code
ICC IEBC 2006	2006 International Existing Building Code
ICC IPSDC 2006	2006 International Private Sewerage Disposal Code
NFPA 10	Standards on Portable Fire Extinguishers
NFPA 13	Standard for the Installation of Sprinkler System
NFPA 15	Standard water spray fixed systems for fire protection
NFPA 14	Standard for the Installation of Standpipes and Hose Systems
NFPA 22	Water Storage Tank Systems

❖ Electrical Engineering Designs

IBC	International Building Code
TTBS	Trinidad and Tobago Bureau of Standards
TTS-171	Trinidad and Tobago Electrical Wiring Code
ANSI C34.2	Substation Transformers and Rectifier Units
ANSI C37.13	Low Voltage AC Breakers
ANSI C37.14	Low Voltage DC Breakers
ANSI C37.16	Low Voltage Breakers and AC Protectors
ANSI C57.12.01	Transformer - General Requirements for Dry Type Distribution
ANSI C63.12	Electromagnetic Compatibility
ANSI C7.14	Stranding of Conductors
ANSI C80.3	Electrical Metallic Tubing, Zinc-Coated

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ICEA Class H	Flexible Cables
IEEE 730	Software QA Plans
IEEE 830	Recommended Practice for Software Requirements Specifications
NEC	2008 National Electrical Code
NFPA 70	National Electric Code
NFPA 72	National Fire Alarm Code
NFPA 780	Standard for the Installation of Lightning Protection Systems
UL 96A	Lightning Protection
IEEE Std 1100	Powering and Grounding Electronic Equipment

PRINCIPLE DESIGN-BUILD CONTRACTOR RESPONSIBILITIES

- Design Development
- Product Specifications
- Statutory Approvals relevant to works (e.g. Fire Approval, Electrical, WASA etc.)
- Project Programme & Works Scheduling
- Project Insurances
- Contractor Accreditation
- Project Delivery
- Contract Management
- Subcontractor Coordination and verification of works
- Health Safety, Security and Environmental Management during the works
- Construction Phase HSSE Plan and Risk Assessment
- HSSE Set Up & Welfare
- Personal protective equipment (safety glasses, vests, boots, vests)
- Job Safety Analysis, Site Safety Induction, Tool box talks
- First Aider and First Aid Kit
- Fire Warden
- Certification of equipment and equipment users (where applicable)
- Safety and Evacuation Signage
- Site Security
- Site Evacuation Plan
- Site Waste Management and disposal
- General labour
- Site Cleaning
- Practical Completion/Final Account Applications
- Operations Manuals (O&M) Contractor Accreditation
- Engineer's Accommodation and Equipment
- Project Report i.e. Monthly, and 2-week look ahead
- Procurement i.e. local and imported items

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DESIGN REQUIREMENTS

a. Design Generally

A conceptual design for the proposed project has been provided to guide the Contractor in preparing the enhanced Conceptual and Final Design. The Scope of Works and its appendices must be reviewed by the Contractor for compliance with the codes and applicable standards in executing the project. The Contract Price is deemed to include for the mobilization, design, construction, equipping, testing, commissioning, training, demobilisation, provision of “as built” drawings, and records and operational and maintenance manuals, and other documentation as required.

b. Design Development

Design development will be carried in accordance with the Contractor’s Programme. This stage will include architectural and services designs, updated outline specifications and equipment schedules.

- Detail Design - During the detail design phase technical design(s) and specifications, sufficient to co-ordinate components and elements of the project and information for statutory standards and construction safety will be prepared.
- Pre-Construction - The Contractor shall prepare detailed information for construction purposes and submission to statutory authorities and agencies.
- Construction - Following submission and approval of the insurances, the site shall be handed over to the Contractor and construction work will commence.
- Post Taking Over - The Contractor shall rectify any defects notified during this period and shall ensure that the Ministry of Health Administration Building functions in accordance with the approved designs and specifications.

The Contractor shall provide “as built” drawings of the Interior Design, fixed furniture layouts and their services components and systems for:

- Architecture (Interior Design, furniture and equipment)
- Structural Works
- Electrical (High and Low Voltage)
- Fire Detection & Suppression System
- Security System
- Mechanical (Air Conditioning , Ventilation, Elevator)
- Plumbing (Potable & Waste water)

The Contractor shall compile and provide three (3) copies of all operational manuals, manufacturer’s instructions, maintenance manuals and the like to the Employer.

The Contractor shall provide training to Maintenance Staff and others as required by the Employer and described by these Employer’s Requirements.

c. Design Management

▪ Design Milestones

The Contractor shall manage design in such a way to ensure that all information is provided in time to allow for the construction process to proceed in accordance with the agreed programme. The Contractor shall demonstrate to the Engineer that this effective management is put in place and maintained throughout the entire contract period.

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To this end, the Contractor shall identify Design Milestones when critical stages of the design process have to be achieved. Generally, the attaining of such milestones should be identified as having been reviewed by the Engineer and a “no objection” certificate (see Design Reviews paragraph below) having been issued.

- Design Submissions

The Contractor will make design Submissions to the Engineer in accordance with the Approved Submittal Procedures.

- Material Submissions

The Design-Build Contractor shall prepare and submit Engineering technical specifications and Product data of all materials to be used in the project. This shall list the materials in sufficient detail that approval for the materials and equipment can be granted without further elaboration; if needed a sample should be provided.

- Design Reviews

The Engineer shall receive for review the design calculations, drawings, diagrams, manufacturers’ details and instructions, temporary works designs and the like and will review these Contractor’s Documents in accordance with the Contract, Scope of Works and Appendices.

d. Design Parameters and Contractor’s Responsibility for Basic Design Data

The designs are to be determined by internationally acceptable design methods. All Data to be provided in Metric Format with all dimensional data provided in the SI system of metric units.

The Contractor shall verify all data provided by the Employer and shall produce designs which are based on that data.

- Functional Requirements – shall be in accordance with this Scope of Works and the Appendices.
- Security Requirements - The Contractor will provide security requirements as set out in these Scope of Works and their Appendices.
- Safety Requirements - The Trinidad & Tobago Fire Services shall approve all designs. Fire resistance of structural components and separating walls shall be in accordance with the International Building Code.
- Fire Detection within structures shall be automatic and shall comply with the International Building Code.
- Earthquake Resistance - International Building Code (IBC) for earthquake loading using equivalent static analysis and compared to CUBIC. A peak ground acceleration of 0.4g shall be used.
- Aesthetic Design - The Interior Design shall conform to best practice and overall design shall aesthetically enhance the interior spaces generally.
- Environmentally Sensitive Design - The Contractor shall provide designs, specifications, and construction that minimize adverse effects on the exterior environment; enhance the quality of

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the environment; and minimize the consumption of energy, water, construction materials, and other resources. Further, the Contractor shall take into account the impact of construction activities on the environment and existing infrastructure. This shall include the control of noise, vibration and dust during construction.

- Service Life - The planned service life of the Interior Design shall be 50 years. The planned service life of all mechanical, electrical and electronic equipment shall be 15 years. Refer to Performance Specifications for more specific Service Life and warranty information. The planned service lives shall take into account the maintenance requirements of the relevant materials and equipment.
- Design Standards – shall be in accordance with the Scope of Works and Appendices.
- Noise & Vibration - All mechanical, electrical and electronic equipment shall be of low noise. All equipment should be mounted and installed to avoid the transmission of noise and vibration to adjacent rooms or buildings.

HEALTH, SAFETY, SECURITY AND ENVIROMENT REQUIREMENTS

- All Works must conform with Local OSH regulations and best practices
- Job Safety Analysis (JSA) meetings must be conducted for each element of work and sufficiently documented during the life of the project
- Designated Design-Build Contractor Supervision must be provided during work hours
- Designated UDeCOTT Supervision must be facilitated during work hours
- Appropriate PPE must be worn by all site personnel at all times
- All site personnel must be identifiable with reflective vests and contractor issued ID badges
- Construction waste must be accumulated and disposed of appropriately
- Lobby areas for contractor assigned lifts must be isolated from staff/public
- All staff/public spaces which the Design-Build Contractor uses during afterhours must be cleaned and restored for use before 5am the following work day
- Safety signage must be placed at all public interfaces notifying staff/public of ongoing works
- Elevator to be used by Design-Build Contractor must be left on priority control to prevent staff/public access and this control is to be managed by the contractor