



udecott

Urban Development Corporation  
of Trinidad and Tobago Limited

An Agency of the Ministry of  
Housing and Urban Development

# REQUEST FOR PROPOSAL

## FOR THE CONSTRUCTION OF AN ADMINISTRATION BUILDING FOR THE MINISTRY OF HEALTH

The Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for the construction of an Administration Building for the Ministry of Health at the corner of No. 6 Queens Park East and No. 49 Jerningham Avenue, Belmont utilizing a **Build Own Lease Transfer (BOLT) contractual arrangement.**

The project involves the construction of a building utilizing completed preliminary designs which will provide suitable, modern, energy efficient office spaces to accommodate the Head Office of the Ministry of Health and certain centralized Programme Units of the Ministry.

### Request For Proposals Requirements

Proponents will be required to demonstrate adequate experience and ability to:

- (i) Design and Construct similar type facilities; and
- (ii) Structure and Raise Competitively Priced Financing.

The successful Contractor shall be chosen using a competitive selection process as set out in the Request for Proposals (RFP) Document. Proponents are advised that submissions must include ALL the documents as set forth in the RFP. Failure to do so may result in disqualification.

### INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE

- (i) A complete set of documents may be purchased by making a non-refundable deposit of **TT\$10,000.00 Vat Inclusive**, to **UDeCOTT's Operating Account #852948** at any branch of **First Citizen's Bank Limited**, by **Cash or Manager's Cheque.**
- (ii) AFTER payment has been deposited into UDeCOTT's account, the RFP package may then be collected at UDeCOTT's Head Office (with proof of payment), First Floor, 38-40 Sackville Street, Port of Spain or provided electronically upon request, from **March 21st – 28th March, 2018 (excluding weekends and public holidays)**, between the hours of **9:00 a.m. to 4:00 p.m. (EST)**, with **proof of payment (stamped deposit receipt from the bank).** Documents will NOT be available for collection after this deadline.

### PRE-SUBMISSION MEETING & SITE VISIT DETAILS

Proponents will be invited to attend a pre-submission information session on the date and time stipulated in the RFP documents. A visit to the Project Site will be facilitated immediately after the pre-submission information session.

### SUBMISSION DEADLINE

All submissions should be placed in sealed plain envelopes, clearly marked "ORIGINAL" or "COPY" and labelled as shown in the RFP documents and deposited in the appropriately labelled Tender Boxes located on the First Floor of the Urban Development Corporation of Trinidad and Tobago Limited, 38-40 Sackville Street, Port of Spain **no later than 2:00 p.m. (EST) on May 25th, 2018:**

**"Secretary, Tenders Committee  
Urban Development Corporation of Trinidad and Tobago Limited  
38-40 Sackville Street  
Port of Spain  
Ministry of Health Administration Building"**

Proposals received after the stipulated tender submission deadline **shall not** be eligible for consideration and shall be returned unopened.

The size of the opening in the tender box is 360mm x 50mm and submittals **MUST** be packaged to be able to pass through this opening. Proponents must accurately sign the Tender Submittal Form provided by UDeCOTT's representatives.

Proponents Company's Name, return address, email address and mobile number must be clearly stated on the envelope. Failure to so label the envelopes may result in disqualification.

Additional information may be requested through email forwarded to the attention of **The Secretary, Tenders Committee** at **[tendersecretary@udecott.com](mailto:tendersecretary@udecott.com).**

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

SECRETARY, TENDERS COMMITTEE