

FREQUENTLY ASKED QUESTIONS (FAQs)

Red House Restoration Project Air-Condition Installation Services

1. *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 with the necessary resources to undertake Air-Condition Installation Services for the Red House Restoration Project.

2. *Are there any eligibility requirements for this Procurement Process?*

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

1. Submission of receipt for the purchase of the RFQ package;
2. A minimum of two (2) projects of restoration, renovation or new construction in nature in the last five (5) years' each valued at least TT\$10M Vat Excl.
3. Independently Audited Financial Statements (for companies) and Accountant's Reports (for partnerships and sole proprietors only) for 2013, 2014 and 2015 prepared in accordance with International Financial Reporting Standards or any other such internationally accepted accounting standards (For Joint Ventures, each member **MUST** meet this requirement) which clearly identify the individual financial position of the Proponent.
4. Certificate of Registration, Incorporation (and Certificate of Continuance, where applicable);
5. Valid Statutory Documents inclusive of Income Tax and VAT Clearance Certificates and National Insurance Board Compliance Certificate;
6. Firms must submit all documents and information as required by the RFP.

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

Each proposal must be accompanied by an original Bid Bond in the value of TT\$1,000,000.00 in the form of a Bank Guarantee acceptable to UDeCOTT and shall be valid for thirty-five (35) days beyond the end of the Tender Proposal Validity Period.

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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 member
4. Other related documents identified in the RFP.

5. *What is the recommended team composition?*

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

1. Construction Manager / Team Leader – Mechanical, Plumbing and Fire Detection
2. Testing and Commissioning / QC Manager
3. HSE Officer
4. Construction Supervisor / Inspector

What experience is the Proponent required to demonstrate?

- 6.** Proponents are required to demonstrate that its key human resources assigned to the team have provided similar works on at least two (2) completed projects of a similar nature.

For the purposes of this paragraph, projects of a similar nature means:

Completed projects whereby the proponents was responsible for the provision of air-condition works to restoration, renovation or new construction projects to the value of at least Ten Million Dollars TT\$ 10,000,000.00 (VAT Exclusive).

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 fulfill and comply with all requirements of the Request for Proposals.