



udecott

Urban Development Corporation  
of Trinidad and Tobago Limited

An Agency of the Ministry of  
Housing and Urban Development

# REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD-FINANCE-MAINTAIN FOR SALVATORI BUILDING, PORT OF SPAIN, TRINIDAD

The Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) invites suitably experienced entities with the financial capabilities and a proven track record in design, construction, financing and operation of commercial developments to express their interest to provide Design-Build-Finance-Maintain Services for a mixed-use development at the Salvatori Building site, Port of Spain, Trinidad and Tobago (“the Services”).

The proposed mixed-use development will include the following basic elements, at a minimum:

- Seven (7) floors of parking space
- Two (2) floors of commercial space
- Two (2) floors of office space

UDeCOTT hereby invites interested entities to submit their qualifications to provide the Services which demonstrate the entity’s experience in the provision of similar services on projects of a similar nature.

Prospective entities may associate to enhance their qualifications, but must indicate in their submission whether their association is in the form of a Joint Venture, Consortium or Sub-Consultancy. All members of such association should have real and well-defined inputs to the assignment and the same should be detailed in the submission.

## **INSTRUCTIONS FOR PURCHASE OF THE RFQ PACKAGE**

- (i) A complete set of documents for this Project may be purchased by making a non-refundable deposit of TT\$1,500.00 VAT Inclusive, to UDeCOTT’s Operating Account #852948 at any branch of First Citizen’s Bank Limited, Trinidad. Only Cash or Manager’s cheque will be accepted.
- (ii) After payment has been deposited into UDeCOTT’s account, RFP packages may then be collected at UDeCOTT’s Head Office, First Floor, 38 – 40 Sackville Street, Port of Spain from **October 6 – October 19, 2016** (excluding week ends 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 DETAILS**

Proponents will be invited to attend a pre-submission information session on October 19, 2016 commencing at 10:00 a.m. (EST) at UDeCOTT’s Head Office, 38 – 40 Sackville Street, Port of Spain, followed by a site visit.

UDeCOTT reserves the right to develop a shortlist of entities based on its assessment of the responses received, from whom a detailed Proposal will be requested at a subsequent stage.

An original and three (3) copies of the submission must be deposited at the address listed below no later than 2:00 p.m. (EST) on November 30, 2016. Submissions received after the deadline will not be eligible for consideration. Submissions must be deposited at 1st Floor, UDeCOTT Building, 38-40 Sackville Street, Port of Spain in the tender box appropriately labeled.

The size of the opening in the tender box is 360mm x 50mm and submittals **MUST** be able to pass through this opening. Proponents must accurately complete a Submittal Form provided by UDeCOTT’s representatives and receive a receipt for its deposit of a submission.

All envelopes **MUST** be addressed as follows:

**“Request for Qualifications – Design-Build-Finance-Maintain Services – Salvatori Building”  
Secretary, Tenders Committee  
Urban Development Corporation of Trinidad and Tobago Limited  
38-40 Sackville Street, Port of Spain**

## **“DO NOT OPEN EXCEPT IN THE PRESENCE OF THE SECRETARY OF THE TENDERS COMMITTEE”**

The Company’s Name, return address, email address and mobile number of a designated representative must be clearly stated on the envelope. Failure to so label the envelopes may result in the rejection of your RFQ.

Each entity is solely responsible for the risk and cost of preparing and submitting its response to this RFQ. UDeCOTT shall, subject to the requirements of the Freedom of Information Act, keep all confidential and proprietary information submitted by entities in the strictest confidence.

Additional information can be obtained via email forwarded to the attention of **The Secretary of the Tenders Committee** at tendersecretary@udecott.com.

This Notice may also be viewed at UDeCOTT’s website at <http://www.udecott.com>.

SECRETARY OF THE TENDERS COMMITTEE