



An Agency of the Ministry of
Housing and Urban Development

REQUEST FOR PROPOSALS

FOR CONSTRUCTION ADMINISTRATION CONSULTANCY SERVICES FOR PHASE 2 OF THE POLICE STATIONS PROGRAMME

The Urban Development Corporation of Trinidad and Tobago Limited, (UDECOTT) invites suitably qualified consultants to provide Construction Administration Consultancy Services for Phase 2 of the Police Stations Programme. These services will be governed by contracts as defined in the FIDIC Client/Consultant Model Services Agreement (White Book) 2006.

The Government of the Republic of Trinidad and Tobago, through the Ministry of National Security (MNS) has initiated a Police Station Programme to provide the Trinidad and Tobago Police Service with modern, safe, functional and efficient facilities to serve the communities within the Republic of Trinidad and Tobago. The police stations to be completed in Phase 2 of the Programme include the following:

Phase 2A (Tobago): Old Grange and Roxborough

Phase 2B: Matura, Matelot and Manzanilla

Phase 2C: Besson Street, St Clair, St. Joseph and Maracas
(St. Joseph)

The successful Proponent for the provision of Construction Administration Consultancy Services shall be chosen using a competitive selection process as set out in the Request for Proposals, copies of which may be purchased by making a non-refundable deposit of TT\$1,500.00 VAT Inclusive, **per Phase**, to UDeCOTT's Operating Account #852948 at First Citizen's Bank Limited, Trinidad **on or before October 3, 2013 at 2:00 p.m. (EST)**. Only cash or manager's cheque shall be accepted.

RFP packages may then be collected at UDeCOTT's Head Office, First Floor, 38 – 40 Sackville Street, Port of Spain from September 26, 2013 until October 4, 2013 (excluding weekends and public holidays), between the hours of 9:00 a.m. to 4:00 p.m. (EST), with proof of payment.

Proponents will be invited to attend a pre-submission information session on October 10, 2013 commencing at 10:00 a.m. EST, at UDeCOTT's Head Office at the address below.

Proponents will be required to demonstrate adequate experience in the provision of similar services as defined by the RFP. Proponents are advised that submissions must include ALL the documents as set forth in the RFP. Failure to do so may result in disqualification.

All proposals must be submitted in accordance with the terms of the RFP at the address listed below no later than 2:00 p.m. (EST) on October 24, 2013. Proposals received after the required tender submission time shall not be eligible for consideration. UDeCOTT reserves the right to reject any or all proposals for failure to comply with any mandatory requirements stated in the RFP.

Submissions, completed and labeled in accordance with the instructions contained in each RFP, must be deposited at 1st Floor, UDeCOTT Building, at the address below in the appropriately labeled tender boxes.

The size of the opening in the tender box is 406mm x 50mm and submittals **MUST** be able to pass through this opening. Proponents must accurately sign the Tender Submittal Form located on the Tender Box.

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.

This Notice may also be viewed at UDeCOTT's website at http://www.udecott.com/index.php/cc/cc_sub_level/C109

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

SECRETARY OF THE TENDERS COMMITTEE