



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

REQUEST FOR PROPOSAL BUILDING FAÇADE CLEANING AND LEAK MEDIATION AT THE INTERNATIONAL WATERFRONT CENTRE (TOWER C & D)

The Government of the Republic of Trinidad and Tobago (GORTT), through the Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT), is desirous of Cleaning and undertaking Leak Remediation Works to the Building Façade at the International Waterfront Complex (Towers C and D)

In this regard, UDeCOTT invites suitably qualified and experienced entities to submit Proposals for the **Building Façade Cleaning and Leak Remediation at the International Waterfront Centre (Tower C & D)** located on the southern side of Wrightson Road, Port-of-Spain.

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

INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE

The tender process for this project will be conducted via UDeCOTT's E-Tender System. To participate, proponents must be registered on the E-Tender System. **Proponents already registered on the E-Tender System are not required to register again.**

To access the Vendor Registration, proponents are required to go to UDeCOTT's website at udecott.com, place the cursor over the **tenders menu** at the top of the page, then select **E-Tender portal** in the drop-down list. Once registered, an automated email will be sent to the registered email account directing the proponent to activate their E-Tender account. Once the account is activated, the proponent will then be allowed access to view the RFP on the E-Tender System.

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 Secretary of the Tenders Committee at tendersecretary@udecott.com.

The RFP package will be available for purchase from **August 30, 2021**. To download the RFP package, you will then be required to select and purchase the RFP **via online payment**. The cost of the RFP package is **TT\$1,500.00 VAT Inclusive**.

INFORMATION SESSION AND SITE VISIT

An online **Information Session** will be held on **September 3, 2021 at 10:00 a.m.** This will be followed by a **Site Visit** commencing at **2:00 p.m.** Interested parties are kindly asked to confirm their availability,

together with **the names and preferred email addresses** of their representatives who will attend via email to tendersecretary@udecott.com by **2:00 p.m. on September 2, 2021**.

The deadline date for submissions is **September 20, 2021 at 2:00 p.m. (AST)**.

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.

Proponents are advised that only PDF files can be uploaded onto the E-Tender platform. The responsibility for file conversion resides with the Proponent and failing to submit proposals in PDF format may result in disqualification.

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

FREQUENTLY ASKED QUESTIONS (FAQs)

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 specialised expertise necessary to undertake the Project.

2. What is the Location of the site?

Towers C and D of the International Waterfront Centre are located on the southern side of Wrightson Road, Port-of-Spain, Trinidad.

3. What components will the Contractor be expected to provide for this project?

The Contractor is expected to provide at a minimum but not limited to the following:

- **Supervision.**
- **Labour.**
- **Plant/tools and equipment.**
- **Transportation.**

4. Are there any eligibility requirements for this Procurement Process?

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

- Incorporation or otherwise registered to do business in Trinidad and Tobago **prior** to the award of any contract for the provision of the Works, as evidenced by the Certificate of Incorporation or Registration (as applicable),
- Submission of Annual Return – 2020 (2021, if applicable)
- Submission of valid statutory clearance/compliance certificates, namely:
 - VAT Clearance Certificate;
 - BIR Clearance Certificate;
 - NIS Certificate of Compliance.

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

Yes. A Bid Bond to the value of TTD\$100,000.00 is required for this project.

6. Would proposals submitted by Joint Ventures be acceptable?

Proposals submitted by Joint Venture (JV) entities would be acceptable provided 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.
- 7. Can interested Contractors attend the Pre-Submission Information Session before purchasing the RFP?**

Interested Contractors will be allowed to attend the Pre-Submission Information Session before purchasing the RFP. To get the link to the meeting, please forward the name and email addresses of the nominees to the Secretary of the Tenders Committee at tendersecretary@udecott.com.

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.