



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

REQUEST FOR PROPOSALS FOR DESIGN-BUILD SERVICES FOR THE TRINIDAD HOUSE FAÇADE UPGRADE

The Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for **DESIGN-BUILD SERVICES FOR THE TRINIDAD HOUSE FAÇADE UPGRADE**.

INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE

The tender process for this project will be conducted via UDeCOTT's E-Tender System. To register or access the E-Tender System go to <https://udecott.etenderworld.tt/login.php>.

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 **April 05, 2023**. To download the RFP Package you will be required to select and purchase the RFP **via online payment**. The cost of the RFP Package is **\$1,500.00 VAT Inclusive**.

INFORMATION SESSION AND SITE VISIT

An **Online Information Session** will be held **via Microsoft Teams** on **Tuesday April 11, 2023, at 11:00 a.m.** A **Site Visit** will be held on **Wednesday April 12, 2023 at 2:00 p.m.** Interested parties are kindly asked to confirm their availability, together with **names and preferred email addresses** of their representatives who will be in attendance, via email to tendersecretary@udecott.com.

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.

The deadline date for submissions is **May 17, 2023 at 2:00pm (AST)**.

Additional information may be requested through email forwarded to the attention of **The Secretary, Tenders Committee** at 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

SCOPE OF WORKS

For The Provision of Design-Build Services for the Trinidad House Façade Upgrade

The Scope of works includes the following:

1. Supply and installation of Aluminum Composite Panel cladding.(On East, South & West facades) - NB: Where cladding on the East and West facades meet the North facade, wrap the cladding a minimum of two (2) feet onto the North facade.
2. Supply and installation of Shopfront glazing with operable panels (In front of existing windows on East, West & South facades). Glazing to have an energy efficient coating (such as tint, a low-emissivity coating, etc.)
3. 4.5mm Aluminum Composite Material to Supply & Installation of Perforated metal panels (in front of existing windows on Southern Façade).
4. Add Bird proofing to the North façade ledges
5. Add, make good to damaged / dilapidated concrete areas on the North Façade.
6. Signage on 3 sides of building (South, East and West)
7. Power washing ground floor stone
8. Prepare and Paint Building Exterior (All four sides) and
9. Prepare and Paint Ground Floor Burglar Proofing

FREQUENTLY ASKED QUESTIONS (FAQs)

For The Provision of Design-Build Services for the Trinidad House Façade Upgrade

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.

I am interested in this project. Can I view the RFP before purchasing to confirm the requirements prior to purchasing?

The RFP will be available for viewing at UDeCOTT's office during the hours of 9.00 am to 4.00 pm, from **April 05, 2023**.

What is the Location of the site?

Trinidad House is located at the corner of St. Vincent and Treasury Streets, Port of Spain.

Are there any eligibility requirements for this Procurement Process?

In order to be eligible for evaluation and/or consideration to provide the Works, Proponents 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 valid statutory clearance/compliance certificates, namely,
 - VAT Clearance Certificate
 - BIR Clearance Certificate
 - NIS Certificate of Compliance

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

No Bid Bond is not required for this RFP.

What is the recommended team composition?

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

1. Team Leader/Project Manager (1 No.)
2. Architect (1 No.)
3. HSSE Manager (1 No.)

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.