



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

**REQUEST FOR PROPOSALS
FOR THE
PROVISION OF POWER QUALITY
IMPROVEMENT WORKS AT THE
NATIONAL ACADEMY FOR THE
PERFORMING ARTS (NAPA)**

The Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for the **Provision of Power Quality Improvement Works at the National Academy for the Performing Arts (NAPA)**.

In accordance with the Public Procurement and Disposal of Public Property Act, 2015 (as amended), suppliers of goods, works and services, interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://opr.tt.org/procurement-depository/>. Therefore, UDeCOTT is inviting suitably qualified suppliers to register and apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: 72151518 – Electrical Power Supply Service

The tender process for this project will be conducted via UDeCOTT's E-Tender System. The RFP package will be available on the E-Tender System from **Friday, January 31, 2025**. To access the Tender, Proponents must register on the E-Tender System via <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 Office of the Chief Procurement Officer at tenders@udecott.com.

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

INFORMATION SESSION AND SITE VISIT

An **Online Information Session** will be held via **Microsoft Teams** on **Thursday, February 06, 2025, at 10:00 a.m.** A **Site Visit** will be held on **Thursday, February 06, 2025, at 1:30 p.m.** starting at the main entrance of the National Academy for the Performing Arts (NAPA) Port of Spain, Trinidad and Tobago. Interested parties are kindly asked to confirm their availability, together with the **names and preferred email addresses** of their representatives who will be in attendance, via email to tenders@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.

The deadline date for submissions is **February 28, 2025, at 2:00 p.m. (AST).**

Additional information may be requested through email forwarded to the attention of **The Office of the Chief Procurement Officer** at tenders@udecott.com.

UDeCOTT reserves the right to reject any or all proposals for failure to comply with any mandatory requirements stated in the RFP.

Please visit our website at udecott.com for further details and updates.

THE OFFICE OF THE CHIEF PROCUREMENT OFFICER

FREQUENTLY ASKED QUESTIONS (FAQs)

FOR THE PROVISION OF POWER QUALITY IMPROVEMENT WORKS AT THE NATIONAL ACADEMY FOR THE PERFORMING ARTS (NAPA)

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.

Are Proponents required to purchase the RFP package?

There will be no cost for the RFP package.

Are interested parties required to register with the Office of the Procurement Regulator?

Proponents are advised that in light of the proclamation of the Public Procurement and Disposal of Public Property Act, 2015, all proponents interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Proponents are required to apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: 72151518 – Electrical Power Supply Service

What is the Location of the site?

The Site is located at #119 Frederick Street, Port of Spain, Trinidad and Tobago at the National Academy for the Performing Arts (NAPA) .

Is it mandatory to attend the site visit and online information session?

Attendance to the site visit and online information session is **not** mandatory. It does however provide a greater understanding of the requirements of the RFP.

Are there any eligibility requirements for this Procurement Process?

In order to be eligible for evaluation and/or consideration to provide the Services, 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 required for this RFP.

Proponents are to note that the responses provided as guidance to these Frequently Asked Questions do not relieve the Proponent of its obligation and responsibility to fulfil and comply with all requirements of the Request for Proposals.

SCOPE OF WORKS

Provision of Power Quality Improvement Works at the National Academy for the Performing Arts (NAPA)

North Campus Port of Spain

This scope of works shall be for the improvement of the power quality of the electrical system at NAPA by performing the following works:

1. Supply and install two Transient Voltage Surge Suppressors 200 kA 277/480V, 3 phase and neutral protection UL 1449 in the main switchboards at UTT and the Plant Room. The contractor shall verify on site the correct specification of unit required.
2. Supply and install two Transient Voltage Surge Suppressors 100 kA 120/208, 3 phase at the panel board for the stage lighting in the dimmer room backstage. The contractor shall verify on site the correct specification of unit required.
3. Supply and install Transient Voltage Surge Suppressors 100 kA 277/480V, 3 phase and neutral in the electrical panels for the air handler units 4th floor backstage, Auditorium basement, chiller room. The contractor shall verify on site the correct specification of unit required.
4. Perform earth grid testing assessment before performing the activities in item 5 to ensure an impedance of 5 ohms or less at each of the locations, Generator room, chiller room, plant room, Diesel room, UTT Substation.
5. Replace the flat steel grounding bars with flat copper complete with the required specifications in accordance with the relevant electrical codes and standards at the Generator room, chiller room, plant room, Diesel room, UTT Substation.
6. Perform earth grid testing assessment after performing the activities in item 5. Provide a report with recommendations and cost estimates for the necessary corrective actions required to reduce the impedance to 5 ohms or less at the locations given in item 5
7. Based on the recommendations, install the necessary infrastructure to integrate into existing earth grids to achieve 5 ohms or less.
8. Conduct a lightning arrester assessment to ensure all connections are secure to ground in accordance to relevant electrical codes and standards
9. Provide a report with recommendations and cost estimates for the necessary corrective action required to bring the lightning protection system up to standard.
10. All work is to be done in accordance to the relevant codes, industry standards and best practices

Bill of Quantities

Item	Description	QTY	Unit Cost	Total (VAT Exclusive)
1	To supply and install two Transient Voltage Surge Suppressors 200 kA 277/480V 3 phase	2		
2	To supply and install two Transient Voltage Surge Suppressors 100 kA 120/208V 3 phase	2		
3	To supply and install three Transient Voltage Surge Suppressors 100 kA 277/480V 3 phase	3		
4	To perform Earth grid testing and assessment before and after	sum		
5	Replace the flat steel grounding bars with flat copper complete	850ft		
6	conduct a lightning arrester assessment to ensure all connections are secure to ground	sum		
	Sub Total			
	VAT			
	TOTAL			