



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

REQUEST FOR QUOTATIONS THE SUPPLY, INSTALLATION AND MAINTENANCE OF AN AUTOMATIC ROLLER SHUTTER GATE AT TOWER D- LOADING BAY FOR A PERIOD ONE ONE(1) YEAR

The Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) invites suitably qualified and experienced entities to submit quotations for the **Supply, Installation and Maintenance of an Automatic Roller Shutter Gate at Tower D- Loading Bay for a Period of One (1) Year.**

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://oprtd.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: 46161510 – Gate barrier systems.

The tender process for this project will be conducted via UDeCOTT's E-Tender System. The RFQ package will be available on the E-Tender System from **Friday December 1, 2023**. 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 competitive selection process as set out in the Request for Proposals (RFP). Proponents are informed that submissions must include ALL the documents as set forth in the RFP. Failure to do so may result in disqualification.

INFORMATION SESSION

An Online Information Session will be held via **Microsoft Teams** on **Thursday December 7, 2023 at 10:00 a.m.** This will be followed by a **Site Visit** on **Thursday December 7, 2023 at 1:00 p.m.** Interested parties are kindly asked to confirm their availability, together with the **names and preferred email addresses** of their representatives who will 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 **December 29, 2023 (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.

THE OFFICE OF THE CHIEF PROCUREMENT OFFICER

FREQUENTLY ASKED QUESTIONS (FAQs)

The Supply, Installation and Maintenance of an Automatic Roller Shutter Gate at Tower D- Loading Bay for a Period of One (1) Year

What is the purpose of this Request for Quotation?

The purpose of this Request for Quotation is to identify and contract a suitably qualified and experienced Contractor to undertake the Project.

Are Proponents required to purchase the RFQ package?

There will be no cost for the RFQ package.

When will the RFP be available?

The RFQ will be available on UDeCOTT's E-Tender Platform from Friday December 1, 2023.

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 proponent 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: 46161510 – Gate barrier systems.

What are the Locations of the site?

- The Site is at Tower D- Loading Bay at the International Waterfront Centre, IWC.

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 RFQ.

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 as evidenced by the Certificate of Incorporation or Registration (as applicable);
- Submission of Statutory Clearance/Compliance Certificates, (for companies incorporated/registered in Trinidad and Tobago) valid as at the tender submission deadline, namely:
 - VAT Clearance Certificate
 - BIR Clearance Certificate
 - NIS Certificate of Compliance

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

No, a Bid Bond is not required for this RFP.

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 Quotations.

SCOPE OF WORKS

Supply and Installation of a Roller Shutter gate System at Tower D - loading bay (International Waterfront Center)

Wrightson Rd, POS

1. The loading bay at Tower D is the central delivery area for the tenants at Towers C and D. The Judiciary of the Republic of Trinidad and Tobago (JoRTT) currently controls access to the loading bay.
2. This scope is for the supply, complete installation and commissioning of the following at the Tower D loading bay:
 - a. One (1) new Automatic Roller Shutter gate (complete)
3. EXISTING CONDITIONS
 - a. The entrance to the loading bay currently has an existing corrugated steel roller shutter gate.
 - b. The gate currently has damages sustained to the shutter curtain.
 - c. The gate has limited operability.
4. SUMMARY OF REQUIREMENTS
 1. Roller Shutter Gate:
 - a. The existing roller shutter gate is to be removed and discarded.
 - b. A new roller shutter gate is to be installed using new infrastructure.
 - c. The gate must be able to operate electrically with a control button system located on the wall directly behind the gate as well as the control room. Preferably a standard 3-button configuration (OPEN/CLOSE/STOP).
 - d. The gate must have an emergency stop located next to the control button system.
 - e. In the event of a power failure, the gate must be able to operate manually with a chain that forms an integral part of the system.
 - f. The gate must have a self-locking mechanism.
5. SPECIFICATIONS
 1. Roller Shutter Gate

General

 - Designed to meet stringent building codes in coastal regions
 - Maximum opening size of 16' wide x 18' high (288 sq ft)
 - One (1) year free service and emergency call-out after installation

Curtain

- 26 gauge galvanized corrugated steel
- Grade 80 galvanized steel
- Corrosion resistant paint coating
- Flexible nylon wear strips

Bottom Bar

- 24 gauge acrylic-coated galvanized formed steel
- 2" x 1 ½" galvanized angle
- Bulb astragal
- Stainless steel nuts and bolts

Axle/Torque Tube

- 1-5/16" outer diameter steel axle, 14 gauge
- Oil tempered torsion springs conforming to ASTM A229
- 16 gauge, 12" diameter galvanized drum
- Low friction, grease filled steel ball bearing staked in each drum
- 26 gauge spiral torque tubing that houses axle assembly

Guides

- 12 gauge galvanized steel guide, with 11 gauge windlock bar spot welded guide
- Universal jamb mount
- Vinyl guide wear strip
- Bolt on head stop ¼" thick steel
- Pre-punched for lock and attachment bolts
- 2-7/8" guide depth

Motor

- Suitably sized Heavy-duty motor to support daily operations.
- Electrical Requirements: 230V/1ph/60 Hz

Note that any equivalent specification will be accepted.

6. UNPLANNED MAINTENANCE (Emergency Response)

- a. To provide two (2) named emergency technicians either one of which can be called out at any hour to attend to any emergencies or unplanned maintenance as required. The technician is expected to respond to a call within 2 hours at minimum.
- b. The technicians must be available either by pager, home or mobile telephone.
- c. Copies of the emergency technician's resumes must be provided.

- d. Unplanned maintenance billing to be stated showing breakdown for materials, labour and others. Labour to be referred to Categories listed in Table 2 of the BOQ.

7. MANUALS AND TRAINING

- a. Manuals for the Roller shutter gate must be provided in hard and soft copy.
- b. Training on the system must be provided. All aspects of operation must be described to the participants.
- c. Brochures for the Roller shutter gate and the Barrier system must be provided with your tender submission.

8. WARRANTY AND SERVICING

- a. The contractor will provide a one year warranty on all material and workmanship from the date of installation of both the Roller shutter gate and the Barrier system.
- b. The contractor will also service both the roller shutter gate and the barrier system on a quarterly basis during the warranty period.

9. WORK SCHEDULE

- a. Work must take place on weekends. Saturday at 6:00am to Monday at 4:00am. A schedule must be made available before works can begin.
- b. Note that loading bay must be available to the tenants on every working day during normal working hours.