



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

REQUEST FOR PROPOSAL FOR EDDIE HART RECREATIONAL GROUNDS UPGRADE

The Urban Development Corporation of Trinidad and Tobago Limited, (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for **EDDIE HART RECREATIONAL GROUNDS UPGRADE**.

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.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: 72121101 - Commercial and office building new construction service.

A request for the RFP packages can be submitted via email to tenders@udecott.com from **Tuesday August 27, 2024 (excluding weekends and public holidays)**, between the hours of **9:00 a.m. to 4:00 p.m. (AST)**.

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

INFORMATION SESSION AND SITE VISIT

An **Online Information Session** will be held via **Microsoft Teams** on **Thursday August 29, 2024 at 10:00 a.m.** A **Site Visit** will be held on **Thursday August 29, 2024 at 1:30 p.m.** starting at the security post of Eddie Hart Recreation Ground.

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 by Thursday August 29, 2024 at 8:00 a.m.

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 submission of proposals is **September 23, 2024 (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 EDDIE HART RECREATIONAL GROUNDS 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.

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: 72121101 - Commercial and office building new construction service.

What is the Location of the site?

The Site is located at Eddie Hart Recreational Grounds located at the corner of corner of Orange Grove Road and the Priority Bus Route in Tacarigua.

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; valid at the close of the tender
 - BIR Clearance Certificate; valid at the close of the tender
 - NIS Certificate of Compliance; valid at the close of the tender

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

This activity requires a Bid Bond in the value of One Hundred Thousand Trinidad and Tobago Dollars (TT\$100,000.00).

What is the recommended team composition?

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

1. Project Manager (1 No.)
2. MEP Engineer (1 No.)
3. HSSE Manager (1 No.)
4. Construction Manager (1 No.)
5. Architect (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 Proposal.



PROJECT SCOPE OF WORKS

Upgrade of Eddie Hart Recreation Grounds

The Urban Development Corporation
of Trinidad and Tobago (UDEcOTT)

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OVERVIEW

Client: The Office of the Prime Minister of the Republic of Trinidad and Tobago (OPM)

End User: The Tunapuna/ Piarco Regional Corporation (TPRC)

Location: The Eddie Hart Grounds is located in Tacarigua. It is bounded in the North by the Priority Bus Route, on the East by Dinsley (a residential community), on the South by the Eastern Regional Sporting Complex & a residential community and on the West by Orange Grove Road.

Development Overview:

In April 2024, the Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) received a document from the TPRC outlining proposed upgrade, maintenance and development works required to enhance this community facility.

On April 19, 2024, UDeCOTT along with the Ministry of Sport and Community Development (MSCD) and the TPCR conducted a site visit to the Eddie Hart Grounds. At the site visit the dilapidated and inadequate state of many of the facilities was immediately apparent and key observations are listed below:

- The existing pavilion was inadequate in size, lacked support spaces typical in similar sporting grounds and aesthetically and physically showed signs of severe deterioration.
- The cricket nets were dilapidated and required replacement.
- The jogging track, grass running track and football pitch required upgrading.

GOALS AND OBJECTIVES

The End User has identified the requirements needed to meet it's functional needs and UDeCOTT is proposing upgrade works to the grounds that will include:

1. Demolition of the existing dilapidated pavilion
2. Construction of a new 1500 seat Pavilion with facilities as follows:
 - a. Public washrooms
 - b. Locker Rooms (Male & Female)
 - c. Coach/ Referee Change Rooms (Male & Female)
 - d. Gym
 - e. First aid room
 - f. Administration offices
 - g. Multipurpose/ Training Rooms
 - h. Mechanical/ Electrical/ Plumbing (MEP) services rooms
 - i. Storage rooms (equipment, water etc)
3. Rehabilitation of football pitch and grass running track
4. New French drain
5. New cricket batting nets
6. Rehabilitation of existing asphalt jogging track

PRINCIPLE DESIGN-BUILD CONTRACTOR RESPONSIBILITIES

1. Product Specifications
2. Statutory Approvals relevant to works (Fire Approval, Electrical, WASA etc.)
3. Project Programme & Works Scheduling
4. Project Insurances
5. Contractor Accreditation
6. Project Delivery
7. Contract Management
8. Subcontractor Coordination and verification of works
9. Health Safety, Security and Environmental Management during the works
10. Construction Phase HSSE Plan and Risk Assessment
11. HSSE Set Up & Welfare
12. Personal protective equipment (safety glasses, vests, boots, vests)
13. Job Safety Analysis
14. Site Safety Induction
15. Tool box talks
16. First Aider and First Aid Kit
17. Fire Warden
18. Certification of equipment and equipment users (where applicable)
19. Safety and Evacuation Signage
20. Site Security
21. Site Evacuation Plan
22. Site Waste Management and disposal
23. General labour
24. Site Cleaning
25. Practical Completion/Final Account Applications
26. Operations Manuals (O&M) Contractor Accreditation

DESIGN REQUIREMENTS

The Design-Build Contractor shall be required to provide project documentation and drawings for:

- Architecture
- Structural
- Electrical (Power & Communications)
- Information and Communication Technologies (ICT)
- Fire Detection & Security
- Mechanical (Air Conditioning & Ventilation)
- Plumbing (Potable & Waste water)
- As-built drawings for all of the above

Material Submissions: The Design-Build Contractor shall be required to prepare and submit Engineering technical specifications and product data of all materials to be used in the project. This shall list the materials in sufficient detail that approval for the materials and equipment can be granted without further elaboration specifications; if needed a sample should be provided.

BUILDING WORKS

The Works to be performed by the Design-Build Contractor shall include, but not limited to:

- i. Demolition Works
- ii. Framed Gypsum Walls
- iii. Finishes
 - a. Wall Finishes (Wall Painting and Coating, Acoustical Wall Treatment, Wall Finish Supplementary Components, Special Wall Surfacing etc.)
 - b. Floor Finishes (Carpeting, Flooring Treatments, Tile Flooring, Specialty Flooring etc.)
 - c. Ceiling Finishes (Plaster and Gypsum Board Finish, Ceiling Panelling, Ceiling Painting and Coating, Acoustic Ceiling Treatment, Suspended Ceilings etc.)
- iv. Interior Doors & Ironmongery (Interior Special Function Doors, Interior Access Doors and Panels, Interior Door Supplementary Components)
- v. Interior Windows & Exterior Glazing (Interior Special Function Windows, Interior Window Supplementary Components etc.)
- vi. Roof repairs
- vii. Plumbing
 - a. Domestic Plumbing (where required)
 - b. Sanitary Plumbing (where required)
- viii. Electrical (New and Modifications to existing system)
 - a. Power (Panels, Plugs, Wiring, Conduit, etc.)
 - b. Lighting (Lighting Control, Lighting Fixtures, Panels, Wiring, Supports, etc.)
 - c. Security
- ix. HVAC Works (Modifications to Existing System Where Necessary)
 - a. Ventilation and Air Condition (HVAC Air Distribution, Facility Distribution Systems, Supplementary Components Commissioning & Balancing)
 - b. Duct and Insulation works.
- x. Fire Protection Works (Modification and interconnection to Existing System where necessary)
 - a. Fire Alarm System
 - b. Fire Suppression Systems
- xi. Information and Communication Technology (ICT) Works
 - a. Voice and Data Communications Infrastructure and Cabling
 - b. Access Control Systems Infrastructure
- xii. Site Maintenance and Management
- xiii. Snagging, testing
- xiv. Site Cleaning and Handover: Obtain all necessary permits, licenses, insurance, etc. necessary for the execution of the works;

HSSE REQUIREMENTS

- **All Works** to conform to Local OSH regulations and best practices
- Job Safety Analysis (JSA) meetings to be conducted for each element of work
- Designated UDeCOTT Supervision will be provided during work hours
- Designated Design-Build Contractor Supervision will be provided during work hours
- Appropriate PPE will be worn by all site personnel
- All site personnel must be identifiable with reflective vests and contractor issued ID badges
- Construction waste will be accumulated and disposed appropriately
- Signage will be placed notifying staff/public of ongoing works

REFERENCE DOCUMENTS

This document is to be used collaboratively with the following:

- Drawings: “For Tender” Conceptual Design
- Performance Specifications
- Pricing Schedule
- “As-IS” Drawings

GENERAL NOTES

The Design-Build Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. Before completing the work, the Design-Build Contractor shall remove the work and premises any rubbish, tools, scaffolding, equipment, and materials that are not the property of the Government.

Unightly materials and debris, garbage, and equipment should be removed as required; while materials should be scheduled for delivery only as required for immediate use.

The Design-Build Contractor shall be required to prepare and submit material submissions inclusive of design documents outlined in the performance specifications to be used in the project.

- **Logistics:** Staging / storage areas are to be advised by the project manager. The Design-Build Contractor shall provide all equipment needed for material transportation, equipment and labor to execute the project.
- **Coordination:** The Design-Build Contractor is also required to coordinate with other appointed UDeCOTT and Client appointed contractors for implementation of the works
- **Removals:** Any Items that effect the work space and need to be removed either temporarily and reinstated; or need to be removed altogether and reinstated with new shall be accounted for by the Design-Build Contractor and identified and agreed prior to commencement of any work
- **Finishing & Clean up:** Restore all items to their existing conditions; The Design-Build Contractor shall be required to keep the work site free from debris and trash at all time, upon completion of work contractor must remove all debris and trash from the site out of the compound.