



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

**REQUEST FOR PROPOSALS  
FOR THE PROVISION OF DESIGN BUILD SERVICES  
FOR POLICE STATION**

The Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) invites suitably qualified and experienced entities to submit proposals for the provision of design build services for the following;

- a) MATELOT POLICE STATION
- b) MATURA POLICE STATION
- c) MANZANILLA POLICE STATION

**INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE**

- I. Each RFP package may be purchased from **Tuesday, April 25, 2023** by making a non-refundable deposit of **\$5,000.00 VAT Inclusive** to **UDeCOTT's Operating Account #852948 at any branch of First Citizens Bank Limited, by Cash or Manager's Cheque.**
- II. AFTER payment has been deposited into UDeCOTT's account, the RFP package may then be collected at UDeCOTT's Head Office (with proof of payment), First Floor, 38-40 Sackville Street, Port of Spain or provided electronically upon request, from **Wednesday April 26, 2023 (excluding weekends and public holidays)**, between the hours of **9:00 a.m. to 4:00 p.m. (AST)**, with proof of payment (stamped deposit receipt from the bank).

**INFORMATION SESSION**

An **Online Information Session** will be held **via Microsoft Teams** on **Wednesday May 3, 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 [tendersecretary@udecott.com](mailto: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.**

The deadline date for submissions is **Wednesday May 24, 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](mailto: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

## FREQUENTLY ASKED QUESTIONS (FAQs)

### Construction Services for Police Stations

#### **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 to undertake the Construction Services for the following Police Stations;

- d) MATELOT POLICE STATION**
- e) MATURA POLICE STATION**
- f) MANZANILLA POLICE STATION**

#### **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 Head Office, First Floor, 38-40 Sackville Street, Port of Spain, 100622, from Tuesday April 25, 2023 (excluding weekends and public holidays), between the hours of 9:00 a.m. to 4:00 p.m. (AST).

#### **What is the Location of the site?**

The Project Site is located at Matelot, Matura and Manzanilla

#### **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 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
  - Bid Bond valued at Five Hundred Thousand Dollars (\$250,000.00)

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

Yes, a Bid Bond valued at **Five Hundred Thousand (\$250,000.00)**, is 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 Proposals.**