



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

## REQUEST FOR PROPOSAL

### CONSTRUCTION OF THE LA HORQUETTA PUBLIC LIBRARY

The Government of the Republic of Trinidad and Tobago (GORTT), through the Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT), is desirous of constructing a public library in La Horquetta, which will accommodate all the core functions and requirements of a modern public library facility.

In this regard, the Office of the Prime Minister through UDeCOTT invites suitably qualified and experienced entities to submit proposals for the **CONSTRUCTION OF THE LA HORQUETTA PUBLIC LIBRARY**.

The successful contractor shall be chosen using a competitive selection process as set out in the Request for Proposals (RFP). Proponents will be required to demonstrate adequate experience in the provision of similar services as defined by the RFP. Proponents are advised that submissions must include ALL the documents as set forth in the RFP. Failure to do so may result in disqualification.

#### **INSTRUCTIONS FOR PURCHASE OF RFP PACKAGE**

The tender process for this project will be conducted via UDeCOTT's E-Tender System. To participate, proponents must be registered on the E-Tender System. **Proponents already registered on the E-Tender System are not required to register again.**

To access the Vendor Registration, proponents are required to go to UDeCOTT's website at [udecott.com](http://udecott.com), place the cursor over the **tenders menu** at the top of the page, then select **E-Tender portal** in the drop-down list. Once registered, an automated email will be sent to the registered email account directing the proponent to activate their E-Tender account. Once the account is activated, the proponent will then be allowed access to view the RFP on the E-Tender System.

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](mailto:etenderhelpdesk@udecott.com), carbon copying the Secretary of the Tenders Committee at [tendersecretary@udecott.com](mailto:tendersecretary@udecott.com).

The RFP package will be available for purchase from **January 10, 2022**. To download the RFP package, you will then be required to select and purchase the RFP **via online payment**. The cost of each RFP package is **\$5,000.00 VAT Inclusive**.

#### **INFORMATION SESSION AND SITE VISIT**

An **Online Information Session** will be held **via Microsoft Teams** on **Friday January 14, 2022 at 10:00 a.m.** This will be followed by a **Site Visit** commencing at **2:30 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.**

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 **March 7, 2022 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





# LA HORQUETTA PUBLIC LIBRARY COMPLEX

15-12-2021







## PROJECT OVERVIEW

**CLIENT:** National Library and Information System Authority (NALIS )

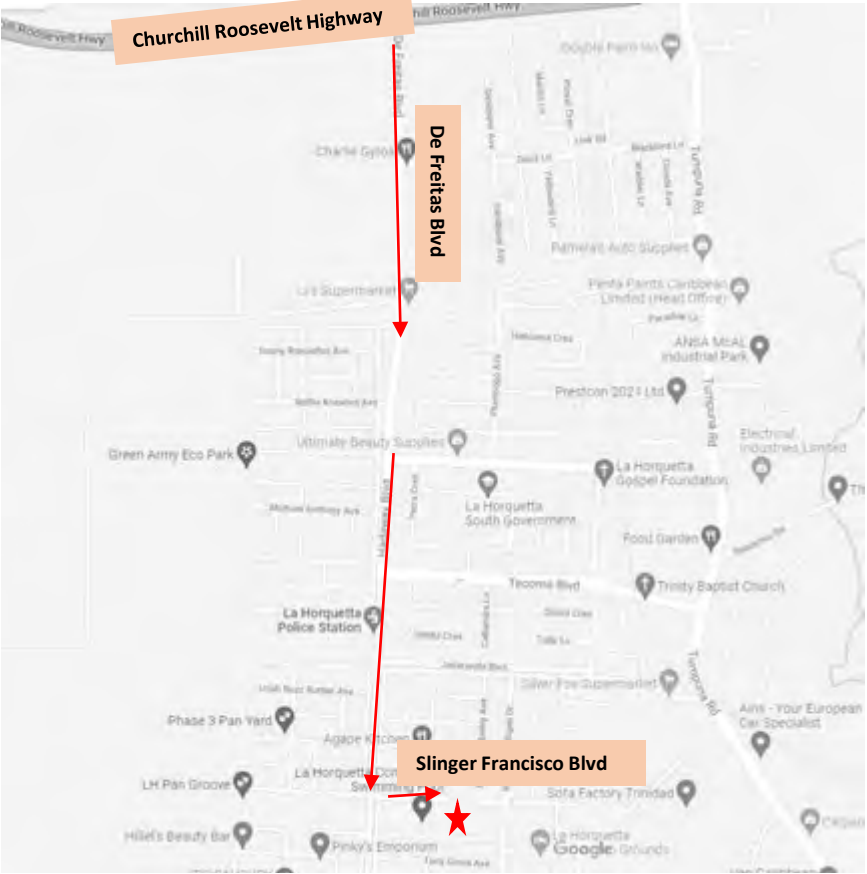
**LOCATION:** Slinger Francisco Boulevard, Phase 5, La Horquetta

**PROJECT DESCRIPTION:** The Construction of a new La Horquetta Public Library Complex to:

1. Expand the delivery of library and information services to the community of La Horquetta and its environs.
2. Serve as the regional hub for the Books Plus on Wheels mobile library services
3. Provide spaces for community activities (cultural, economic, educational, political and social) while generating revenue from enhanced services.



SITE CONTEXT







## KEY AREAS

- Site area: 29740 sf
- No. of Parking Spots: 13 (including 2 handicap spots), 1 Service parking spot, bay for parking 4 large Mobile Library buses
- Area of Landscaping 2496 sf
- Paved Walkway: 4463 sf
- Paved Roads and parking: 13082 sf
- Ground Floor Area (toilets and core): 1516 sf
- Ground Floor Area Offices: 8546 sf
- Commercial Stores (4 shops) : 961 sf

## GROUND FLOOR SPACES

- 1-4: Commercial Shops
- 5: Entry Lobby
- 6: 150 seat Auditorium
- 7: Auditorium Change Room facilities ( Performers' Lounge, 2 showers, 1 accessible toilet, Male and Female Change-rooms)
- 8: Main toilets ( 4 female, 1 Handicap, 3 male and 2 urinals)
- 9: Toilets for Amphitheatre (4 female, 1 Handicap, 3 male and 2 urinals)
- 10: NALIS Store
- 11: Amphitheatre (210 seats)
- 12: Security Checkpoint and Office
- 13: Plaza
- 14: Parking
- 15: Mobile Bus Loading and Parking
- 16: Mechanical, Electrical, Comms Room

## PROPOSED LA HORQUETTA PUBLIC LIBRARY GROUND FLOOR PLAN





## KEY AREAS

- Total floor area: 11627 sf
- First Floor Area (toilets and core): 1120 sf
- First Floor Area Offices & Library : 9163 sf
- Outdoor seating area: 1343.4 sf

## FIRST FLOOR SPACES

- |           |  |
|-----------|--|
| 17-18,28: | Multifunction Rooms  |
| 19:       | Visually Impaired Room                                     |
| 20:       | Craft Room   |
| 21:       | Books on Wheels Room                                       |
| 22:       | Books Storage  |
| 23:       | Staff Offices and Kitchenette                              |
| 24:       | Staff Toilets  |
| 25:       | Mechanical, Electrical Comms Room                          |
| 26:       | Main toilets ( 4 female, 1 Handicap, 3 male and 2 urinals) |
| 27:       | Outdoor Reading deck                                       |
| 29:       | Help Desk/Loans Area                                       |
| 30:       | Library Collection   |
| 31:       | Computer Stations  |

# PROPOSED LA HORQUETTA PUBLIC LIBRARY

## FIRST FLOOR PLAN





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## KEY AREAS

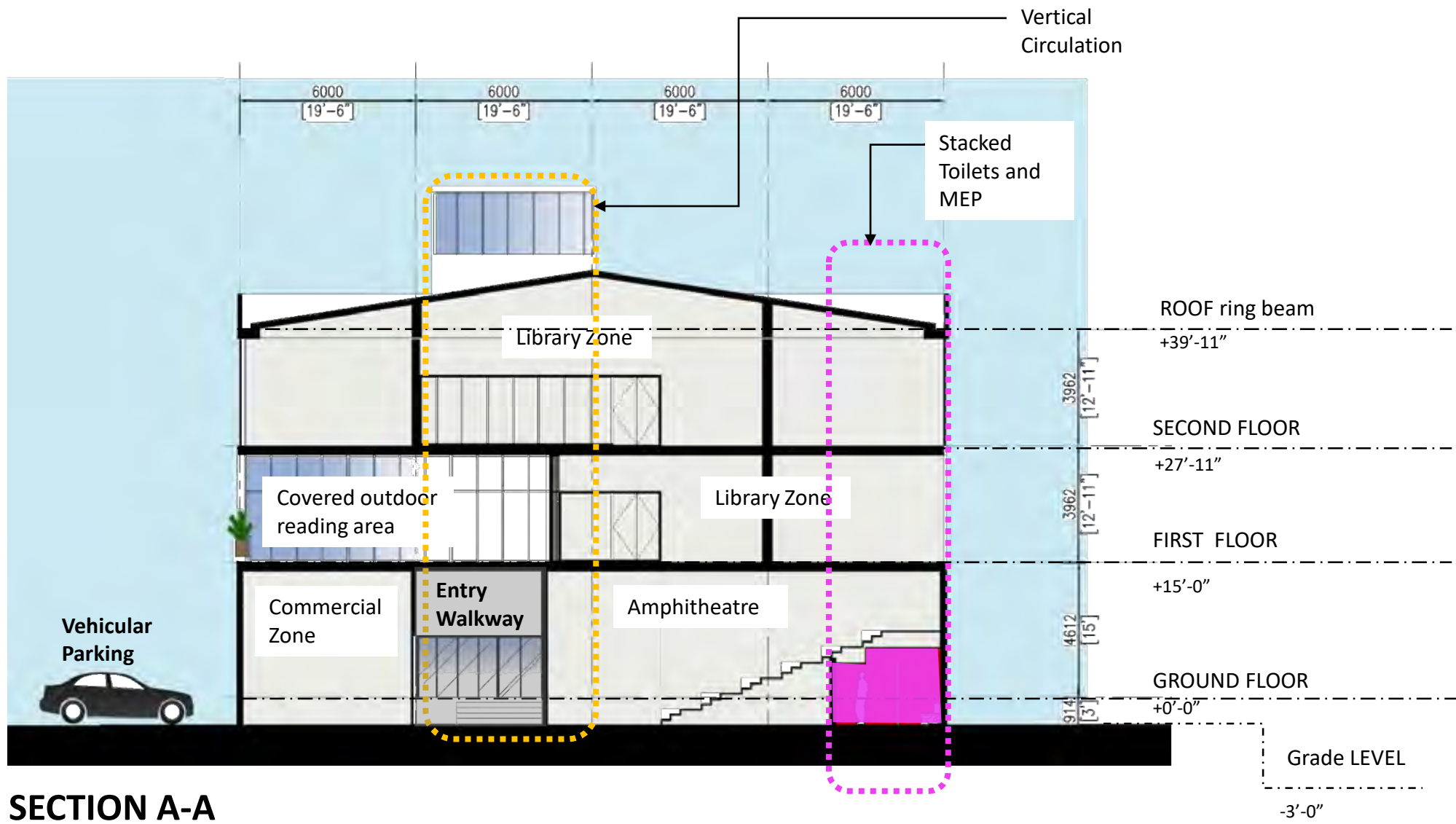
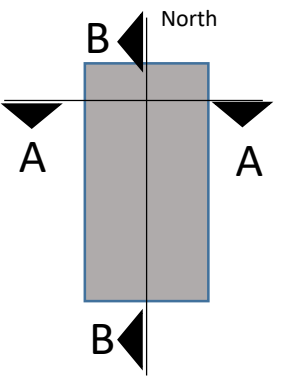
- Total floor area: 11627 sf
- Second Floor Area (toilets and core): 1356 sf
- Second Floor Area Offices & Library: 10,271 sf

## SECOND FLOOR SPACES

- 32: Help Desk/Loans
- 33: Exhibition Space
- 34: Young Adult Library
- 35: Easy Reading
- 36: Adult Library
- 37: Library collections (12,000 Volumes)
- 38: Kids and Baby Library
- 39: Senior Library
- 40: Staff Offices, Storage and Sickbay
- 41: Staff Toilets, showers, changing
- 42: Mechanical, Electrical and Comms Room
- 43: Main toilets ( 4 female, 1 Handicap, 3 male and 2 urinals)
- 44: Lactation Room

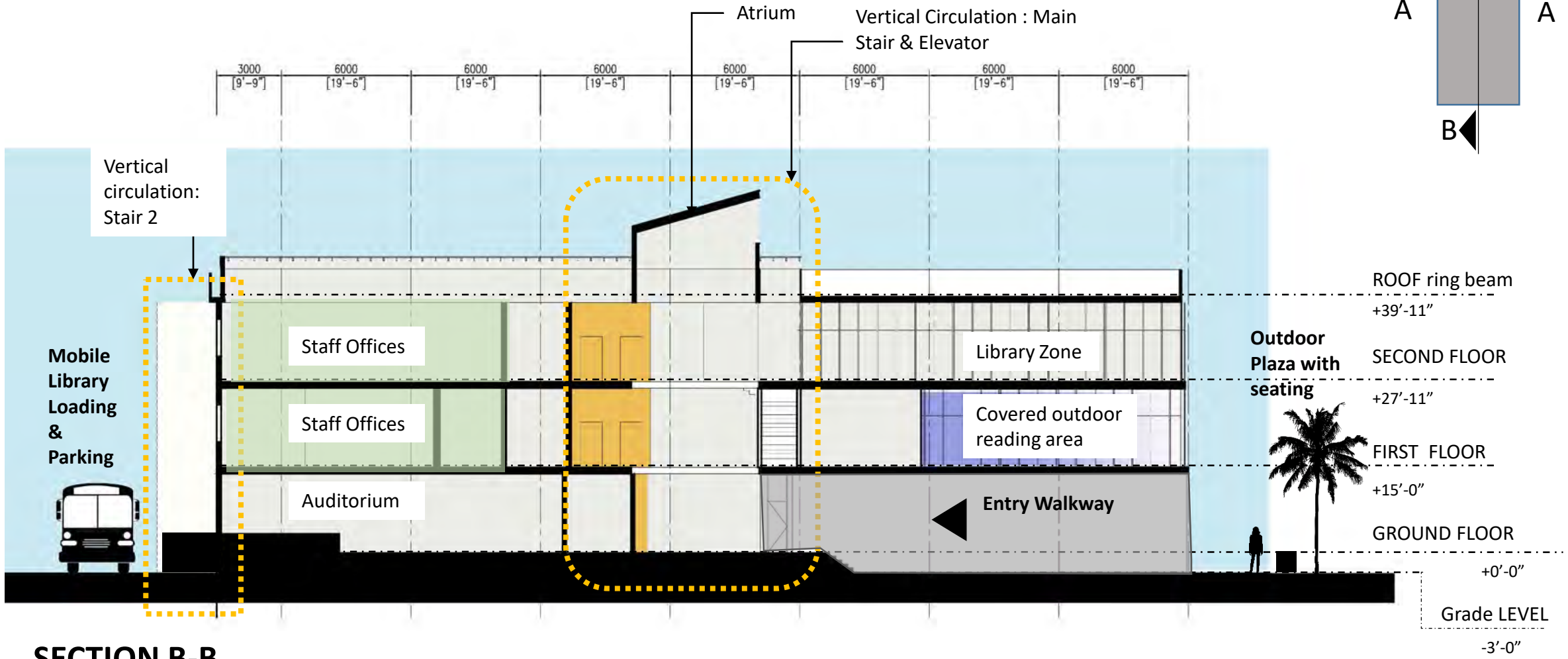
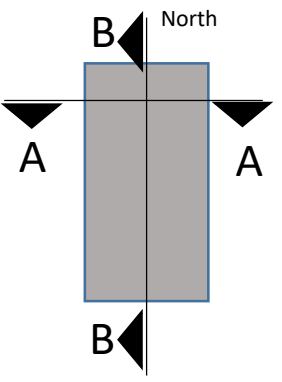
# PROPOSED LA HORQUETTA PUBLIC LIBRARY SECOND FLOOR PLAN





SECTION A-A









**View of Library Main Entry from Slinger Francisco BLVD**





**Pedestrian View of Library from Entry Guard Booth**





**View of Library from Parking Area showing Ramp Entry and Mobile Bus Parking**





Amphitheatre seating example



Translucent space dividers to allow natural light transfer through the building



Advertising panels on curtain wall example (Main library building)

## DESIGN IDEAS & SAMPLE FINISHES



Integration of books and furniture



Organically shaped seating in the children's area



Computer stations



## **FREQUENTLY ASKED QUESTIONS (FAQs)**

### **Construction of the La Horquetta Public Library**

#### **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 from January 10, 2022. Due to Covid-19 protocols, persons wishing to view the RFP are requested to forward an email to the Secretary of the Tenders Committee indicating the date and time that they would like to come in to view the RFP. A confirmatory email will be sent accompanied by UDeCOTT's Covid-19 Visitor Screening Questionnaire. Proponents will be required to complete and return the questionnaire via e-mail prior to the appointment date.

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

The project site is located at Slinger Francisco Boulevard, Phase 5, La Horquetta. The total site area is 2,762.6 square meters.

#### **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:

- Submission of Annual Return –2021 (2022 if applicable) (for companies incorporated/registered in Trinidad and Tobago)
- Incorporation or otherwise registered to do business in Trinidad and Tobago as evidenced by the Certificate of Incorporation or Registration (as applicable);
- Submission of valid Statutory Clearance/Compliance Certificates, namely;
  - Copy of valid VAT Clearance Certificate
  - Copy of valid BIR Clearance Certificate
  - Copy of valid NIS Certificate of Compliance

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

Yes. A Bid Bond to the value of \$250,000.00 would be required.

**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.**