

REQUEST FOR PROPOSALS

MARKET ANALYSIS AND FEASIBILITY STUDY FOR THE TRANSFORMATION AND EXPANSION OF THE CITY GATE FACILITY

The Government of the Republic of Trinidad and Tobago (GORTT) has sought to embark on a programme of urban revitalization to address areas of urban decay within the city of Port-of-Spain. This programme would be purposed to improve and rehabilitate the Capital City, restore its life and vibrancy, improve traffic circulation, enhance property values, alleviate crime and stimulate the economy.

A number of infrastructural projects have been identified as catalysts for this urban revitalization initiative. This project focuses on the transformation and expansion of the City Gate facility which currently serves as the main terminal for buses and maxi taxis in Port of Spain. It is envisioned that this transformation will include the establish the City Gate facility a major Transport Hub containing commercial and office spaces for revenue generation and aid in fostering an environment of sustainable development.

In this regard, UDeCOTT invites suitably qualified and experienced entities to submit proposals for **MARKET ANALYSIS AND FEASIBILITY STUDY FOR THE TRANSFORMATION AND EXPANSION OF CITY GATE**.

The successful contractor shall be chosen using a competitive selection process as set out in the Request for Proposals (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, 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, carbon copying the Secretary of the Tenders Committee at tendersecretary@udecott.com.

The RFP package will be available for purchase from **May 04, 2021**. To download the RFP package, you will then be required to select and purchase the RFP **via online payment**. The cost of the RFP package is **TT\$1,500.00 VAT Inclusive**.

INFORMATION SESSION AND SITE VISIT

An online Information Session will be held on May 11, 2021 at 10:00 am. This will be followed by a Site Visit commencing at 2:00 p.m.

Interested parties are kindly asked to confirm their availability, together with the names and preferred email addresses of your representatives who will be in attendance, via email to tendersecretary@udecott.com by 12:00 p.m. on May 10, 2021.

The deadline date for submissions is **June 15, 2021 at 2:00pm (AST)**.

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

SECRETARY, TENDERS COMMITTEE

**Request for Proposals
Market Analysis and Feasibility Study for the
Transformation and Expansion of the City Gate Facility**

SCOPE OF WORK

Description of Services

The works to be performed by the consultant shall include but not be limited to:

1) The development of a detailed market analysis and feasibility study for the transformation and expansion/upgrade of the City Gate facility. The market analysis and feasibility study should include the following focal areas, however, the consultant may suggest additional areas deemed necessary:

- Preliminary Analysis
- Cost-Benefit Analysis
- Financial Projections/Payback period for various scenarios and development options
- Project implementation and financing strategies for the recommended approach/option

2) Recommend appropriate development approach/options for the site which will include but not limited to the following usages:

- Transit Hub
- Commercial/Office Space
- Residential Space

3) Determination of the utilization of one or a combination of the following three (3) city blocks for the transformation and expansion of the City Gate facility:

- Broadway to Henry Street
- Henry Street to Charlotte Street
- Charlotte Street to George Street

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FREQUENTLY ASKED QUESTIONS (FAQs)

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 Consultant 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 May 05, 2021. Due to Covid-19 protocols, proponents 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?

A number of city blocks, located in and around the City Gate facility have been considered as potential sites. It is intended that the feasibility study will advise if any of these locations are viable for the proposed expansion. These properties include the following city blocks along South Quay:

- Broadway to Henry Street
- Henry Street to Charlotte Street
- Charlotte Street to George Street

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 – 2020 (2021 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); **OR** Evidence of registration in the country of registration for international companies
- Submission of valid Statutory Clearance/Compliance Certificates, (for companies incorporated/registered in Trinidad and Tobago) namely;
 - Copy of VAT Clearance Certificate
 - Copy of BIR Clearance Certificate
 - Copy of 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.

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Would proposals submitted by Joint Ventures be acceptable?

Proposals submitted by Joint Venture (JV) entities would be acceptable providing that the following is included in their Proposals:

1. Joint Venture Guarantee
2. Joint Venture Agreement (executed)
3. Other related documents identified in the RFP.

What is the recommended team composition?

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

1. Team Lead(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 Proposals.