

# REQUEST FOR PROPOSAL

## CONSULTANCY SERVICES FOR THE DEVELOPMENT OF CONCEPTUAL DESIGNS FOR THE TOBAGO MARINA

The NATIONAL INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED (NIDCO) in partnership with the Ministry of Works and Transport wishes to invite suitably qualified and experienced Consultants for the development of Conceptual Designs for the Tobago Marina.

### SCOPE OF SERVICES

The Services shall include the following:

**(1) Financial Feasibility Studies; (2) Confirmation of the preferred site; (3) Data Collection; (4) Conceptual Designs; (5) Identification of lands to be acquired; (6) Development of Cost Estimates; (7) Preparation of Design-Build Tender Documents; (8) Identification of all supporting services required.**

Additional details of the services will be contained in the Terms of Reference issued by NIDCO.

### ELIGIBILITY

This Request for Proposals (RFP) is open to all Bidders who can demonstrate they have the experience, technical and financial expertise to provide the required services. Evaluation of proposals will be based on requirements including: Organizational Background, Financial Capability; Experience in undertaking similar Projects, Qualifications and Experience of Key Staff, and the Management and Implementation Strategy.

### PURCHASE OF RFP PACKAGE

The RFP documents can be purchased between the hours of **9:00 a.m. and 3:30 p.m., Monday to Friday** from **Monday 2<sup>nd</sup> December, 2019**. The package can be purchased for a non-refundable fee of **US\$ 2,000.00 payable to National Infrastructure Development Company Limited (NIDCO) ONLY by Certified Cheque (local respondents) or Wire Transfer (international respondents)**.

### PRE-BID MEETING

Prospective Consultants are invited to a meeting on **Wednesday 18<sup>th</sup> December, 2019 at 10:00 a.m.**, at **NIDCO's Head Office, The Atrium, Don Miguel Road Extension, San Juan, Trinidad, W.I.** It is recommended that persons involved in the preparation of proposal submissions are present at the Pre-bid meeting.

### SUBMISSION AND OPENING OF PROPOSALS

The Two (2) Envelope System will be utilized. Completed Technical and Financial Tenders must be submitted (One Original and Five Hard Copies and One Electronic Copy) in separately sealed packages clearly labelled:

**RFP #1911/04**

**CONSULTANCY SERVICES FOR THE DEVELOPMENT OF CONCEPTUAL DESIGNS FOR THE TOBAGO MARINA**

Addressed to:

**Secretary, Tenders Committee**

**National Infrastructure Development Company Limited (NIDCO)**

**The Atrium, Don Miguel Road Extension, San Juan, Trinidad and Tobago, W.I.**

and deposited in the Tender Box located in the lobby of NIDCO's offices on the 1st Floor, The Atrium, Don Miguel Road Extension, San Juan, Trinidad and Tobago, W.I. **no later than 1:00 pm on Thursday 9<sup>th</sup> January, 2020. Please note that the dimensions of the Tender Box slot are 4" High and 18" Wide.**

**Please note that the Technical and Financial Proposals must be placed in separately sealed envelopes. Additionally, the electronic copy of the Technical Proposal must be in the Technical Envelope only, and the electronic copy of the Financial Proposal must be in the Financial Envelope only. Prospective Respondents are advised that the name of the company submitting the Proposal should be clearly marked on each envelope.**

Technical Submissions will be opened publicly immediately thereafter at NIDCO's Head Office. A representative of the respondent may be present at the opening.

### LIMITATIONS/RESERVATIONS

**NIDCO** will not be responsible for any cost incurred by any prospective respondent in preparing their Proposal and reserves the right to cancel the present notice in its entirety or even partially, without defraying any cost incurred by any respondent submitting a proposal.

**NIDCO** reserves the right to reject proposals received unsigned, in unsealed envelopes or with alterations or erasures not initialed by Respondent/s.

Respondents are fully responsible for the submission of their Proposals and must satisfy themselves as to the nature of the project.

**NIDCO** does not bind itself to accept any Proposal. **NIDCO** reserves the right to negotiate with and/or make a counter offer to all compliant Respondents.

**Late submissions will NOT be considered under any circumstances.**

### CLARIFICATION OF THE TENDER – No later than Thursday 2<sup>nd</sup> January, 2020

Enquiries, clarification, and further information regarding this tender can be obtained from:-

**Secretary, Tenders Committee**

**National Infrastructure Development Company Limited**

**The Atrium, Don Miguel Road Extension, San Juan, Trinidad W.I.**

**Telephone: (868) 638-8236; 674-8042**

**Or can be e-mailed to: [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt)**