

# REQUEST FOR PROPOSAL

## PROVISION OF FOOD AND BEVERAGE CONCESSIONAIRE SERVICES ON-BOARD THE INTER-ISLAND FERRY SERVICE

The National Infrastructure Development Company Limited (NIDCO) invites suitably qualified and experienced Suppliers to operate Food and Beverage Concessionaire Services on-board vessels operated by NIDCO on the Inter-island Seabridge between Port of Spain and Scarborough in two (2) packages as follows:

**Package 1: M.V. A.P.T James (Vessel 1) and the M.V. Galleons Passage (Vessel 2)**

**Package 2: M.V. Buccoo Reef (Vessel 3)**

### SCOPE OF WORKS

Key elements of services include, but are not limited to the following:

**The Preferred Bidder will be required to provide Food and Beverage Concessionaire Services as follows:**

- The Operation, Staffing and Sale of Food and Beverages for the passengers on-board sailings of the vessels as detailed in Package 1 and Package 2.**
- Provision of Crew Meals**

**NIDCO reserves the right to award a single or separate contracts for Packages 1 and 2.**

### ELIGIBILITY

This Request for Proposal is open to all respondents 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 Capacity, Technical Capability, Experience in the provision of Similar Services, Qualifications and Experience of Key Staff proposed, and Management and Implementation Strategy.

**Following the proclamation of the Public Procurement and Disposal of Public Property Act (2015), Contractors/Suppliers who are desirous of providing goods, works or services to NIDCO, are advised that they must first, be registered with the Office of the Procurement Regulation (OPR) in this specific category. Any party seeking to participate in procurement proceedings must input information and upload relevant associated documentation into the Procurement Depository, in accordance with Section 29(1) of the Act. Section 26(3) of the Act, places full responsibility on the contractor/supplier to ensure the accuracy of the information provided.**

### PURCHASE OF REQUEST FOR PROPOSAL

Payment for the RFP is from **Friday 23<sup>rd</sup> June, 2023** and must be made at any branch of the First Citizens Bank using the following information:

**Bank:** First Citizens Bank Limited  
Independence Square, Port of Spain

**Account Number:** 1458435  
**Payee:** National Infrastructure Development Company Limited

**Upon payment of the non-refundable fee of TT\$1,500.00 at the First Citizens Bank a copy of the receipt must be emailed to: [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt) indicating the specific Package No. along with an email address to whom the RFP should be sent. Tenderers are advised to ensure that their bank receipt includes the name of the person or Company on whose behalf the fee is paid.**

### PRE-SUBMISSION MEETING

Prospective Tenderers are invited to a Pre-Submission Meeting scheduled for **Tuesday 4<sup>th</sup> July, 2023 at 10:00 a.m., via MS Teams (Interested/Prospective Tenderers are kindly asked to email [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt) on/or before Friday 30<sup>th</sup> June, 2023 at 2:00 p.m. for Teams details).** A Site visit of the proposed vessels will be held on **Wednesday 5<sup>th</sup> July, 2023** at the Port of Spain Ferry Terminal, Wrightson Road, Port of Spain. Attendees are required to send their names via email to [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt) in order to arrange Port Passes. Please note that these names **must** be submitted **no later than 2:00pm on Tuesday 4<sup>th</sup> July, 2023.** **All attendees are required to complete an on-line PATT Safety Orientation Test which must be completed prior to receiving a Port Pass.**

### SUBMISSION OF DOCUMENTS

The One (1) Envelope System will be utilized. Completed Technical and Financial Proposals must be submitted (One Original, Five (5) Hard Copies and One (1) Electronic Copy) clearly labelled:

**RFP#2306/02 – Provision of Food and Beverage Concessionaire Services on-board the Inter Island Ferry Service**

addressed to: **Secretary Tenders Committee - National Infrastructure Development Company Limited (NIDCO)**

**The Atrium, 6B Don Miguel Road Extension, El Socorro Extension, EL SOCORRO 280603, Trinidad and Tobago, W.I.**

and deposited in the Tender Box located in the lobby of NIDCO's Head Office on the Ground Floor, The Atrium, 6B Don Miguel Road Extension, El Socorro Extension, EL SOCORRO 280603, Trinidad and Tobago, W.I. **no later than 1:00 pm on Friday 4<sup>th</sup> August, 2023. Proposals must NOT be emailed to NIDCO. Emailed submissions will result in disqualification.**

- **Please note that the dimensions of the Tender Box slot are 4" High and 18" Wide.**
- **Respondents are advised that the name of the company submitting the Proposal should be clearly marked on the envelopes.**
- **Submissions will be opened publicly on the same day 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 Wednesday 26<sup>th</sup> July, 2023)** - Enquiries, clarification, and further information regarding this tender shall be addressed to: **Secretary, Tenders Committee - National Infrastructure Development Company Limited - The Atrium, 6B Don Miguel Road Extension, El Socorro Extension, EL SOCORRO 280603 | Telephone: (868) 226-7900, 674-5593 | Email: [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt)**