

# INVITATION TO TENDER

## DESIGN CONSULTANCY SERVICES FOR MACQUERIE BAY

The NATIONAL INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED (NIDCO) in partnership with the Ministry of Works and Transport (MOWT), invites suitably qualified and experienced Consultants to bid for the **Design Consultancy Services for Macquerie Bay** tender package under the Critical Coastal Protection Programme (CCPP).

### SCOPE OF WORKS

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

- Problem Identification
- Feasibility Study
- Detailed Designs and Tender Documents

Additional details of the works will be contained in the Terms of Reference (TOR) Section of the Invitation to Tender (ITT).

### ELIGIBILITY

This Invitation to Tender (ITT) 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: **Background Information & Organisation of Firm, Financial Capacity, Technical Capability and Experience in Similar Projects, Methodology, Scheduling and Understanding of the Project and Qualifications and Experience of Proposed Personnel.**

**Following the proclamation of the Public Procurement and Disposal of Public Property Act (2015), Contractors 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 to ensure the accuracy of the information provided**

### PURCHASE OF INVITATION TO TENDER (ITT)

Payment for the ITT is available from **Friday 21<sup>st</sup> July, 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) identifying the tender number, along with an email address to whom the ITT 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 Virtual Pre-Submission Meeting scheduled for **Friday 28<sup>th</sup> July, 2023 at 9:30 a.m. via Microsoft Teams**. A Site Visit will be conducted on the same day following the Pre-submission Meeting. **(Interested/Prospective Tenderers are kindly asked to email [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt) on or before Thursday 27<sup>th</sup> July, 2023 for Teams details).**

### SUBMISSION OF DOCUMENTS

The Two (2) Envelope System will be utilized. Completed Technical and Financial Proposals must be submitted **(One (1) Original, Three (3) Hard Copies and One (1) Electronic Copy) in separately sealed packages** clearly labelled:

Name of Company/Respondent  
Name of ITT (Example: ITT 2307/03 - Design Consultancy Services for Macquerie Bay)  
TECHNICAL PROPOSAL / FINANCIAL PROPOSAL  
Secretary, Tenders Committee  
National Infrastructure Development Company Limited (NIDCO)  
6B Don Miguel Road Extension, El Socorro Extension,  
EL SOCORRO 280603, Trinidad and Tobago

and deposited in the Tender Box located in the lobby of NIDCO's Head Office on the Ground Floor, The Atrium, Don Miguel Road Extension, El Socorro Extension, El Socorro, Trinidad and Tobago, W.I. **no later than 1:00 pm on Friday 25<sup>th</sup> August, 2023. (see details above). 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. Please also 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. Respondents are advised that the name of the company submitting the Proposal should be clearly marked on the envelopes.**

Technical 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 Friday 18<sup>th</sup> August, 2023)

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

Secretary, Tenders Committee, NIDCO, The Atrium, 6B Don Miguel Road Extension, El Socorro Extension, El Socorro 280603. Trinidad and Tobago, W.I.

Telephone: (868) 226-7900, 674-5593. Email: [secretarytenders@nidco.co.tt](mailto:secretarytenders@nidco.co.tt)