NIDCO
National Infrastructure Development Company Limited

MINISTRY OF Works & Transport

REQUEST FOR PROPOSAL # 2308/05

CONSTRUCTION OF A NEW GUIDE JETTY AT SCARBOROUGH PORT, TOBAGO - OVERSIGHT AND SITE SUPERVISION CONSULTANCY SERVICES

The National Infrastructure Development Company Limited (NIDCO), on behalf of the Government of the Republic of Trinidad and Tobago (GORTT), is desirous of constructing a guide jetty at the Port of Scarborough Tobago, to increase the berthing infrastructure at the Port. The services of a suitably qualified and experienced Consultant is required to perform duties as the Engineer on the Contract for the Design, Construction and Post-Construction Monitoring, as per the Conditions of Contract for Plant and Design-Build (FIDIC 'Yellow Book', 1st Edition 1999).

SCOPE OF SERVICES

a) **Administration of the Contract** – The Consultant will be required to administer the implementation of the contract and ensures that both parties (the Employer and the Contractor) fulfill their obligations under the Contract. Services include but is not limited to; overseeing the execution of works, issuing necessary certificates, and dealing with claims, Inspections and Tests to ensure quality and dispute resolution;

b) **Design Review and Approval** – The Consultant will also be required to undertake Design Review of the Contractor's designs and documentation.

ELIGIBILITY

Submission of tenders is open to all Respondents who can demonstrate that they have the requisite technical and contracting experience along with a proven track record of providing similar services as outlined in the Request for Proposal. Evaluation of tenders will be based on requirements including; but not limited to: **Key Personnel, Proposed Man-Power Loading and Proposed Approach.**

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. The Depository can be accessed at: https://oprtt.org/procurement-depository/.

PURCHASE OF REQUEST FOR PROPOSAL (RFP)

Payment for the ITT is available from **Wednesday 30th August, 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 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 Pre-Submission Meeting scheduled **Friday 8th September, 2023 at 9:00 a.m. via Microsoft Teams.** The site visit will be conducted on **Monday 18th September, 2023. (Interested/Prospective Tenderers are kindly asked to email secretarytenders@nidco.co.tt on or before Thursday 7th September 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# 2308/05 - Construction of a new Guide Jetty at Scarborough Port, Tobago - Oversight and Site Supervision Consultancy Services*)
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 Wednesday 11th October, 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 costs incurred by any prospective Respondent in preparing their proposal/s 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 not submitted as per the requirements of the RFP. 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 4th October, 2023) –

Enquiries, clarification, and further information regarding this tender should be submitted via E-Tender's Questions Portal and cc: secretarytenders@nidco.co.tt . Please note when posting queries, kindly ensure no personal or company information is stated and no special characters or tables are used.