



NATIONAL INSURANCE PROPERTY
DEVELOPMENT COMPANY LIMITED (NIPDEC)

INVITATION TO TENDER

**FOR THE DESIGN-BUILD SERVICES FOR CONSTRUCTION OF
THE NEW ARIMA LICENSING OFFICE, INCLUSIVE OF FURNITURE, FIXTURES AND EQUIPMENT**

The National Insurance Property Development Co. Ltd. (NIPDEC), acting on behalf of the Ministry of Works and Transport, Government of the Republic of Trinidad and Tobago, invites Proponents for the Design-Build Services for the construction of the New Arima Licensing Office inclusive of Furniture, Fixtures, and Equipment.

Prospective Proponents are invited to submit Proposals for the above Works. Proponents will be evaluated according to the following basic criteria:

- i. General Background of the Firm
- ii. Financial Capability of the Firm
- iii. Performance History
- iv. Work experience of the Firm in performing design and construction services for projects of a similar value and nature
- v. Available manpower and other resources
- vi. Present Workload
- vii. Eligibility based on submission of required statutory certificates (local firms)

Prospective proponents should be capable of undertaking all facets of the design and construction of a public facility to a value **equal or greater than** Twenty Million Trinidad and Tobago Dollars (TT\$20,000,000.00).

Proponents are advised that Request for Proposal (RFP) Packages will be available from **April 29, 2024**, from the Manager Procurement at 56-60 St. Vincent Street, Port of Spain, between the hours of 9:00 a.m. and 3:00 p.m.

Proponents are advised to indicate their interest in receiving the RFP Document by emailing their request to tenders@nipdec.com.

SUBMISSION OF PROPOSALS WILL BE CLOSED ON THURSDAY JUNE 6, 2024 AT 2:00 P.M.

Complete Proposals must be addressed to:

The Manager, Procurement
National Insurance Property Development Co. Ltd. (NIPDEC)
56-60 St. Vincent Street
Port of Spain, Republic of Trinidad and Tobago

Sealed packages must be placed in the appropriately marked box situated in the Security Booth at NIPDEC's Head Office. Late applications will not be considered. Tender submissions will not be accepted electronically.

There will be a virtual Pre-Submission Briefing on May 8, 2024, at 10:00 a.m. and the Site Visit will be convened at 1:30 p.m. at the proposed Site located on O'Meara Road, Arima on the same date.

Proposals will be opened at a virtual public ceremony at NIPDEC's Head Office, 56 - 60 St. Vincent Street, Port of Spain **on** June 6, 2024 at 2:30 pm. Proponents will be invited to witness the opening virtually.

The Proposal must be accompanied by a Tender Security of One Hundred and Fifty Thousand Dollars (TT\$150,000.00).

Please be advised that NIPDEC's criteria for the acceptance of Banks and Insurance Companies that provide surety for bonds to Contractors are as follows:

- a. With respect to Banks, Bonds would be accepted where shareholders equity is at least TT\$10 Million.
- b. For Insurance Companies, paid up capital plus free reserves must be at least TT\$30 Million and Certification by the Supervisor of Insurance of the Company's capacity to issue the bond and that the requisite re-insurance is in place.

Further note that:

- (i) Proponents shall bear all costs associated with the preparation and submission of the Proposal including, where applicable, the tender fee which is not reimbursable;
- (ii) Foreign Proponents are expected to comply with the requirements in the RFP packages to the extent to which such requirements are applicable to them;
- (iii) NIPDEC is not bound to accept any of the Proposals submitted.

Further information or clarification can be obtained from the Procurement Department, at NIPDEC Telephone 1 868-625-8750. E-mail tenders@nipdec.com.

**The Manager Procurement
National Insurance Property Development Company Limited
56-60 St. Vincent Street, Port of Spain
Tel:1-868-625-8750 Ext. 5200
E-mail: tenders@nipdec.com**

