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## WORKS CONTRACT NOTICE

### 10<sup>th</sup> European Development Fund (EDF) Health Infrastructure

#### Construction of Doctor's Quarters and Staff Hostel

**Location** – St. Vincent and the Grenadines

**1. Publication reference**

10<sup>th</sup> EDF/DQSH/W

**2. Procedure**

Local Open Tender Procedure

**3. Programme**

10<sup>th</sup> European Development Fund (EDF)

**4. Financing**

Financing Agreement VC/FED/22234

**5. Contracting Authority**

The National Authorising Officer for EDF Operations  
Ministry of Finance and Economic Planning / Central Planning Division  
1st Floor, Administrative Complex  
Kingstown  
St. Vincent and the Grenadines  
Tel: (784) 457 2182  
Email: [edfpmcu@vincysurf.com](mailto:edfpmcu@vincysurf.com)

### CONTRACT SPECIFICATIONS

**6. Description of the contract**

Construction of Doctors residential quarters at Canoaun, Sandy Bay and Chateaublair and a Staff hostel in Union Island. The construction of the quarters would be new construction of a two bedroom dwelling house with associated external works. The nurse hostel would be a demolition of the existing structure and the construction on a new building in the same location.

All work is to be done simultaneously.

**7. Number and titles of lots**

Lot 1: Union Island Hostel  
Lot 2: Canouan Doctors Quarters  
Lot 3: Sandy Bay Doctors Quarters

## TERMS OF PARTICIPATION

### 8. Eligibility and rules of origin

Participation in tendering is open on equal terms to all natural and legal persons (participating either individually or in a grouping (consortium) of tenderers) which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also heading 22 below). Participation is also open to international organisations. All works, supplies and services under this contract must originate in one or more of these countries.

### 9. Grounds for exclusion

Tenderers must submit a signed declaration, included in the Tender Form for a Works Contract, to the effect that they are not in any of the situations listed in point 2.3.3 of the **Practical Guide to contract procedures for EU external actions**.

### 10. Number of tenders

Tenderers may submit only one tender per lot. Tenders for parts of a lot will not be considered. Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot. Tenderers may not submit a tender for a variant solution in addition to their tender for the works required in the tender dossier.

### 11. Tender guarantee

Tenderers must provide a tender guarantee for each Lot when submitting their tender. This guarantee will be released to unsuccessful tenderers once the tender procedure has been completed and to the successful tenderer(s) upon signature of the contract by all parties.

The amount of the guarantee for each Lot shall be:

Lot 1: Union Island Hostel – €11,000

Lot 2: Canouan Doctor's Quarters – €3,000

Lot 3: Sandy Bay Doctor's Quarters – €2,500

Lot 4: Chateaublair Doctor's Quarters – €2,200

### 12. Performance guarantee

The successful tenderer will be asked to provide a performance guarantee of 10% of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the Contracting Authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

### 13. Information meeting and/or site visit

An optional information meeting will be held on May 22, 2013 at the conference room of the Central Planning Division.

#### 14. Tender validity

Tenders must remain valid for a period of 90 days after the deadline for submission of tenders.

#### 15. Period of implementation of tasks

- Lot 1: Union Island Hostel - Twelve (12) months
- Lot 2: Canouan Doctors Quarters - six (6) months
- Lot 3: Sandy Bay Doctors Quarters - six (6) months
- Lot 4: Chateaublair Doctors Quarters - six (6) months

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### SELECTION AND AWARD CRITERIA

#### 16. Selection criteria

In order to be eligible for the award of the contract, tenderers must provide evidence that they meet the selection criteria. This must be provided by tenderers using the forms described in 12.1 above and any additional forms tenderers may wish to use.

If a tender is submitted by a consortium, unless specified, the selection criteria will be applied to the consortium as a whole.

The selection criteria for each tenderer are as follows:

*Economic and financial capacity of candidate:*

Financial criteria:

- a. The average annual turnover of the tenderer in the past three (3) years must be at least:
  - Lot 1: Union Island Hostel – €1,100,000
  - Lot 2: Canouan Doctor's Quarters – €192,000
  - Lot 3: Sandy Bay Doctor's Quarters – €160,000
  - Lot 4: Chateaublair Doctor's Quarters – €145,000

A tenderer for the works of more than one lot is required to fill the above specified requirements on "aggregate basis".

- b. If it is the sole tenderer it must have access to sufficient credit and other financial facilities to cover the required cash-flow for the duration of the contract. In any case the amount of credit available must exceed:

- Lot 1: Union Island Hostel – €140,000
- Lot 2: Canouan Doctor's Quarters – €50,000
- Lot 3: Sandy Bay Doctor's Quarters – €45,000
- Lot 4: Chateaublair Doctor's Quarters – €40,000

A tenderer for the works of more than one lot is required to fill the above specified requirements on "aggregate basis".

*Technical and professional capacity of candidate:*

- a. it must have completed at least two (2) projects of the same nature/amount/complexity comparable to the works concerned by the tender over the last 5 years. The Contracting Authority reserves the right to ask for copies of the respective certificates of final acceptance signed by the supervisors/contracting authority of the projects concerned
- b. it must carry out at least 70% of the contract works by own resources, which means that it must have the equipment, materials, human and financial resources necessary to enable it to carry out that percentage of the contract.
- c. if it is the lead member of a joint venture/consortium, it must have the ability to carry out at least 50% of the contract works by its own means.
- d. If it is a partner of a joint venture/consortium (i.e. not the lead member) it must have the ability to carry out at least 10% of the contract works by its own means.
- e. All its key personnel must have at least five (5) years appropriate experience and proven qualifications relevant to works of a similar nature to this project.

An economic operator may, where appropriate and for a particular contract, rely on the capacity of other entities, regardless of the legal nature of the links which it has with them. Some examples of when it may *not* be considered appropriate by the Contracting Authority are when the tenderer relies mostly on the capacity of other entities or when it relies on key criteria. If the tenderer relies on other entities, it must prove to the Contracting Authority that it will have at its disposal the resources necessary to perform the contract, for example by producing an undertaking on the part of those entities to place resources at its disposal. Such entities, for instance the parent company of the economic operator, must respect the same rules of eligibility and notably that of nationality, as the economic operator. Furthermore, the tender should include a separate document providing data on this third entity for the relevant selection criterion. Proof of capacity must be furnished at the request of the Contracting Authority.

**17. Award criteria**

Price

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**TENDERING**

**18. How to obtain the tender dossier**

The tender dossier is available from:

The National Authorising Officer  
For EDF Operations  
Central Planning Division  
c/o EDF/PMCU  
1st Floor, Administrative Complex  
Kingstown  
St. Vincent and the Grenadines  
Fax: 784 456 2430

Email: [edfpmcu@vincysurf.com](mailto:edfpmcu@vincysurf.com), [cenplan@svgcpd.com](mailto:cenplan@svgcpd.com) and [scstewart@svgcpd.com](mailto:scstewart@svgcpd.com).

Upon payment of **XCD\$100.00** which excludes courier delivery. It is also available for inspection

at the premises of the Contracting Authority, address as in point 5 above. Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Tenderers with questions regarding this tender should send them in writing to: edfpmcu@vincysurf.com, cenplan@svgcpd.com and scstewart@svgcpd.com (mentioning the publication reference shown in item 1) at least 21 days before the deadline for submission of tenders given in item 19. The Contracting Authority must reply to all tenderers' questions at least 11 days before the deadline for submission of tenders. Eventual clarifications or minor changes to the tender dossier will be published at the latest 11 days before the submission deadline on the contracting authority website; <https://svgedfpmcu.com>.

**19. Deadline for submission of tenders**

July 11, 2013, 1:00 pm

Venue: Central Supplies Tenders Board  
2<sup>nd</sup> Floor, Bank of St. Vincent and the Grenadines  
Kingstown,  
St Vincent

Any tender received after this deadline will not be considered.

**20. Tender opening session**

July 11, 2013, 3:00 pm

Venue: Conference Room  
Central Planning Division  
1<sup>st</sup> Floor, Administrative Complex  
Kingstown,  
St Vincent

**21. Language of the procedure**

All written communications for this tender procedure and contract must be in English.

**22. Legal basis**

ACP-EC Partnership Agreement signed at Cotonou on 23 June 2000 as amended on 25 June 2005 and in 2008 (Annex IV)