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**VC-Kingstown: SFA — design consultancy for the SVG Hospitality Training Institute**

**2010/S 85-126771**

**Saint Vincent and the Grenadines (VC)**

**Service procurement notice**

Common procurement vocabulary (CPV):

Main object:

71220000 Architectural design services

1. **Publication reference:**

EuropeAid/129554/D/SER/VC.

Internet address:

General address of the contracting authority: [edfpmcu@vincysurf.com](mailto:edfpmcu@vincysurf.com)

2. **Procedure:**

Restricted.

3. **Programme:**

SFA2007/SFA2008.

4. **Financing:**

Budget line.

5. **Contracting authority:**

Government of Saint Vincent and the Grenadines.

6. **Nature of contract:**

Global price.

7. **Contract description:**

Consultancy services for:

architectural, civil engineering and electro-mechanical design; preparation of tender documents, assistance through tendering and tender evaluation report.

The consulting shall consist of an architect (project manager), civil engineer, electro-mechanical engineer and a quantity surveyor.

It is envisaged that the proposed SVG Hospitality and Maritime Training Institute will consist of 4 main buildings including: the hospitality training building, the maritime training building, administration building and a student hostel. The buildings shall be predominantly reinforced concrete with a single-/2-storeyed layout depending on the dimensions of the site. Total floor space of buildings shall be between 18 000 and 20 000 ft<sup>2</sup>. External works shall include drains, paths and driveways, fence and sewerage system for the complex.

8. **Numbers and titles of lots:**

The contract is divided into lots: no, 1 lot only.

9. **Budget:**

Maximum budget: 300 000 EUR.

10. **Scope for additional services:**

The contracting authority may, at its own discretion, extend the project in duration and/or scope, subject to the availability of funding, up to a maximum not exceeding the length and value of the initial contract. Any extension of the contract would be subject to satisfactory performance by the contractor.

### **Conditions of participation**

11. **Eligibility:**

Participation is open to all legal persons (participating either individually or in a grouping (consortium) of candidates) which are established in a Member State of the European Union or in a country or territory of the regions covered and/or authorised by the specific instruments applicable to the programme under which the contract is financed (see also item 29 below). Participation is also open to international organisations. The participation of natural persons is governed by the specific instruments applicable to the programme under which the contract is financed.

12. **Candidature:**

All eligible natural and legal persons (as per item 11 above) or groupings of such persons (consortia) may apply. A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All members of a consortium (i.e., the leader and all other members) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person (as per item 11) will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium will be excluded.

13. **Number of applications:**

No more than 1 application can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or member of a consortium submitting an application). In the event that a natural or legal person submits more than 1 application, all applications in which that person has participated will be excluded.

14. **Shortlist alliances prohibited:**

Any tenders received from tenderers comprising firms other than those mentioned in the shortlisted application forms will be excluded from this restricted tender procedure. Shortlisted candidates may not form alliances or subcontract to each other for the contract in question.

15. **Grounds for exclusion:**

As part of the application form, candidates must submit a signed declaration, included in the standard application form, to the effect that they are not in any of the exclusion situations listed in Section 2.3.3 of the 'Practical Guide to contract procedures for EU external actions'.

16. **Subcontracting:**

Subcontracting is not allowed.

17. **Number of candidates to be shortlisted:**

On the basis of the applications received, at least 4 and at most 8 candidates will be invited to submit detailed tenders for this contract. If the number of eligible candidates meeting the selection criteria is less than the minimum of 4, the contracting authority may invite the candidates who satisfy the criteria to submit a tender.

### **Provisional timetable**

18. **Provisional date of invitation to tender:**

30.6.2010.

19. **Provisional commencement date of the contract:**

1.11.2010.

20. **Initial period of implementation of tasks:**

Duration in months: 10.

**Selection and award criteria**

21. **Selection criteria:**

Same criteria for legal and natural person.

The following selection criteria will be applied to candidates. In the case of applications submitted by a consortium, these selection criteria will be applied to the consortium as a whole:

1) Economic and financial capacity of candidate:

In the case of the applicant being a public body equivalent information should be provided:

- the average annual turnover of the candidate must exceed 50 % of the annualised maximum budget of the contract (i.e., the maximum budget stated in the procurement notice divided by the initial contract duration in years) and the average of cash and cash equivalents at the beginning of year is positive,
- the net cash from operating, investing and financing activities excluding future contracts in each year is positive and the net cash forecast from future contracts, excluding this contract, is more than 30 % of the maximum annualised budget stated in the procurement notice,
- the average of cash and cash equivalents at the end of year is positive.

2) Professional capacity of candidate:

- the candidate must have at least 2 staff with professional certifications in either architecture, civil engineering, quantity surveying, electrical engineering or mechanical engineering and at least 3 of the staff working the year before last for the applicant in fields related to this contract were permanent,
- at least 2 of the staff working last year for the applicant in fields related to this contract were permanent,
- at least 4 of all staff working for the candidate this year in fields related to this contract are permanent.

3) Technical capacity of candidate:

- the candidate has worked successfully on at least 1 project with a budget of at least 50 % that of the maximum budget for this contract in the area of building design and construction over the past 3 years,
- the proportion of work carried out by the candidate on the abovementioned project exceeds 60 % of the value of the project.

An economic operator may, where appropriate and for a particular contract, rely on the capacities of other entities, regardless of the legal nature of the links which it has with them. It must in that case prove to the contracting authority that it will have at its disposal the resources necessary for performance of the contract, for example by producing an undertaking on the part of those entities to place those 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.

If more than 8 eligible candidates meet the above selection criteria, the relative strengths and weaknesses of the applications of these candidates must be re-examined to identify the 8 best applications for the tender procedure.

The only factors which will be taken into consideration during this re-examination are:

- the proportion of work carried out by the candidate on the project mentioned in Section 21.3 of this procurement notice exceeds 95 % of the value of the project,
- those candidates who have executed at least 1 project regionally.

22. **Award criteria:**

Best value for money.

**Application**

23. **Deadline for receipt of applications:**

31.5.2010 (13:30), local time.

Any application received after this deadline will not be considered.

24. **Applications format and details to be provided:**

Applications must be submitted using the standard application form, the format and instructions of which must be strictly observed. The application form is available at the following Internet address: [http://ec.europa.eu/europeaid/work/procedures/implementation/services/index\\_en.htm](http://ec.europa.eu/europeaid/work/procedures/implementation/services/index_en.htm)

Any additional documentation (brochure, letter, etc.) sent with an application will not be taken into consideration.

25. **How applications may be submitted:**

Applications must be submitted exclusively to the contracting authority in the following language — English:  
— either by recorded delivery (official postal service) to:

The Secretary, Central Supplies Tenders Board, Ministry of Finance, Planning and Development, Administrative Centre, Kingstown, SAINT VINCENT AND THE GRENADINES,

— or hand-delivered (including courier services) directly to the contracting authority in return for a signed and dated receipt to:

attention: The Secretary, Central Supplies Tenders Board, Ministry of Finance, Planning and Development, Administrative Centre, Kingstown, SAINT VINCENT AND THE GRENADINES.

As in abovementioned address.

The contract title and the publication reference (see item 1 above) must be clearly marked on the envelope containing the application and must always be mentioned in all subsequent correspondence with the contracting authority.

Applications submitted by any other means will not be considered.

26. **Alteration or withdrawal of applications:**

Candidates may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No applications may be altered after this deadline.

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with item 25.

The outer envelope (and the relevant inner envelope if used) must be marked 'Alteration' or 'Withdrawal' as appropriate.

27. **Operational language:**

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

28. **Date of publication of contract forecast notice:**

6.2.2010.

29. **Legal basis:**

Council Regulation No 856/99 of April 1999 of the European Community establishing the Special Framework of Assistance for traditional ACP banana suppliers.

30. **Additional information:**

Not applicable.

31. **Date of dispatch of this notice:**

21.4.2010.