

Ref. No:



**CENTRAL PLANNING DIVISION
MINISTRY OF FINANCE AND
ECONOMIC PLANNING**

P.O BOX 608, KINGSTOWN

ST VINCENT AND THE GRENADINES

Tel. (784) 457-1746 Fax. (784) 456-2430

E-mail: cenplan@vincysurf.com

<
P

Our ref.: 10th EDF /MCMH & MHC/W

Dear Tenderer

**SUBJECT: INVITATION TO TENDER FOR ALTERATIONS AND UPGRADE OF
THEMILTON CATO MEMORIAL HOSPITAL AND THE MENTAL HEALTH CENTRE**

Further to your enquiry regarding the publication of the above-mentioned invitation to tender, please find enclosed the following documents, which constitute the tender dossier:

VOLUME 1

SECTION 1: INSTRUCTIONS TO TENDERERS

SECTION 2: TENDER FORM

Appendix to the Tender

SECTION 3: TENDER GUARANTEE FORM

SECTION 4: QUESTIONNAIRE

Additional notice to tenderers

General information about the tendererForm 4.1

Organisation chart.....Form 4.2

Power of attorney.....Form 4.3

Financial statementForm 4.4

Financial identification form Forms 4.5 a) + b)

Technical qualifications:

Overview of the tenderer's staffForm 4.6.1.1

Staff to be employed on the contractForm 4.6.1.2

Professional experience of key staff

Curriculum vitaeForm 4.6.1.3

PlantForm 4.6.2

Work plan and programmeForm 4.6.3

Experience as contractorForm 4.6.4

Data on joint venturesForm 4.6.5

Litigation history.....Form 4.6.6

Quality assurance system(s).....Form 4.6.7

Accommodation for the supervisor.....Form 4.6.8

Further informationForm 4.6.9

SECTION 5: ADMINISTRATIVE COMPLIANCE GRID AND EVALUATION GRID

Administrative compliance grid

Evaluation grid

VOLUME 2

SECTION 1: CONTRACT FORM

SECTION 2: GENERAL CONDITIONS FOR WORKS CONTRACTS

SECTION 3: SPECIAL CONDITIONS

SECTION 4: SPECIMEN PERFORMANCE GUARANTEE

SECTION 5: SPECIMEN PREFINANCING PAYMENT GUARANTEE

SECTION 6: SPECIMEN RETENTION GUARANTEE

[EDF: SECTION 7: TAX AND CUSTOMS ARRANGEMENTS]

VOLUME 3

TECHNICAL SPECIFICATIONS

VOLUME 4

FINANCIAL OFFER UNIT PRICE CONTRACTS

VOLUME 5

DESIGN DOCUMENTS, INCLUDING DRAWINGS

For full information about procurement procedures please consult the Practical Guide to contract procedures for EU external action and its annexes, which can be downloaded from the following web page: http://ec.europa.eu/europeaid/work/procedures/index_en.htm

We look forward to receiving your tender and the accompanying tender guarantee. If you decide not to submit a tender, we would be grateful if you could inform us in writing, stating the reasons for your decision.

Yours sincerely,

Laura Anthony Browne
National Authorising Office