

**MULTI DISCIPLINARY DESIGN, TENDER ADMINISTRATION
AND
CONSTRUCTION SUPERVISION SERVICES
FOR
GLENDON HOSPITAL REDEVELOPMENT
MONTSERRAT
BRITISH WEST INDIES**

1. Reference

PIU/02/13

2. Procedure

Open International

3. Programme

Montserrat - Hospital and Health Care Improvement Project

4. Financing

Financed by the Government of Montserrat with financial support, under the UK/Montserrat non-budgetary financial aid grant 2007

5. Client

Ministry of Finance and Economic Management of the Government of Montserrat. The Project Implementation Unit will act as project manager.

CONTRACT SPECIFICATION

6. Nature of contract

Lump Sum

7. Contract Description

The existing 30 bed Glendon Hospital has been identified for redevelopment, the intention being that the Hospital will continue to function as a hospital; and as such the planning, design and phasing of construction must consider how disruption to service provision can be minimised. Moreover recent infrastructure developments on the site, such as the new operating theatre, mortuary, physiotherapy department and long stay elderly care facilities, are expected to be integrated into the new design and continue to be utilised.

The proposed redevelopment will involve the construction of the following departments:

- The Administration Block
- The Facilities Management Block – comprising Kitchen, laundry, Central Stores and maintenance Department.
 - The Obstetric and Paediatric Department – comprising Obstetric Ward (6 beds) and Paediatric Ward (6 beds)
- Adult Male and Female Acute Ward (22 beds)
- Diagnostic Imaging (X ray) Department
- Outpatient Department
- Emergency Department
- Incinerator

The proposed redevelopment could also involve the conversion and refurbishment of existing facilities to provide the following departments:

- Day Surgery (Minor Theatre, CSSD, Recovery and 6 day beds)
- Medical Records and Registration
- Pharmacy
- Laboratory

It is anticipated that the total new construction area of the hospital will be approximately 3,500m² with a further 750m² of upgrading and rationalisation. Landscaping and external works, wastewater treatment and incineration will also be included in the project. The redevelopment must be phased to minimise disruption to the ongoing services delivered by the existing hospital.

Description of Services

The Successful consultant will be required to provide a comprehensive multi disciplinary design, contract administration and works supervision service, comprising both full and part-time experts and professional staff, in accordance with the following plan of work:

1. Inception/brief agreement
2. Outline proposals
3. Scheme design
4. Detail design
5. Production information
6. Preparation of full tender documents and bills of quantities
7. Assist GOM with Tender administration and tender evaluation
8. Project planning and mobilisation
9. Operations on site
10. Construction and practical completion
11. Commissioning
12. Completion and settlement of contractors final account

It is intended that the form of contract to be used for construction will be the JCT Intermediate IFC98 Contract for Construction and in this respect the Consultant will be required to perform the duties and discharge the responsibilities described in this contract.

Local Conditions

It should be noted that Montserrat is a tropical island vulnerable to natural hazards including hurricanes, storms, seismic and volcanic activity. The design must recognise these environmental conditions and must incorporate appropriate protective measures and design standards.

8. Number and titles of lots

One Lot – “Multi Disciplinary Design, Tender Administration and Construction Supervision Services for Glendon Hospital Redevelopment, Montserrat, British West Indies

9. Legal Basis

Finance (Management and Accountability) (Procurement) Regulations in 2012

CONDITIONS OF PARTICIPATION

10. Eligibility

Participation in tendering is open on equal terms to natural and legal persons (participating either individually or in a grouping (consortium) of tenderers which are registered.

11. Number of tenders

No more than one tender 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 a tender). In the event that a natural or legal person submits more than one tender, all tenders in which that person has participated will be excluded.

12. Grounds for exclusion

As part of the tender, tenderers must submit a signed declaration, included in the tender form.

13. Sub-contracting

Subcontracting is not allowed

PROVISIONAL TIMETABLE

14. Provisional commencement date of the contract

13 November 2013

15. Implementation period of the tasks

34.5 months comprising Design and Tendering Stage (10.5 months) and Supervision Stage (24 months)

SELECTION AND AWARD CRITERIA

16. Selection criteria

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

- 1) **Economic and financial capacity of the tenderer** (based on item 3 of the tender form). In case of tenderer being a public body, equivalent information should be provided.
 - the average annual turnover of the tenderer must exceed the annualised tender price (ie, the maximum tenderers price (including reimbursable items), divided by the initial contract duration in years); and
 - current assets; and
 - current liabilities
 - the available financial resources of the tenderer must exceed the annualised tender price (ie, the maximum tenderers price (including reimbursable items), divided by the initial contract duration in years; and
 - the financial situation of the tenderer should not be in deficit, taken into account debts, at the beginning and end of year.

2) **Professional capacity of the tenderer** (based on items 4 of the tender form)

- The tenderer must have suitable qualified personnel to fill the positions of Key Experts and Other Professionals as described in the Instructions to tenderers Part2 – Annex A, Section 6.2 Key Personnel. The tenderer should retain a core of permanent staff with technical skills related to this contract (based on item4 of the tender form).

3) **Technical capacity of candidate** (based on items 5 and 6 of the tender form)

- the tenderer has provided services under at least two contracts with a budget of at least that proposed by the tenderer for this contract in the last 5 years from the submission deadline

If a tenderer has implemented the project in a consortium, the percentage that the tenderer has successfully completed must be clear from the documentary evidence, together with a description of the nature of the services provided.

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.

17. Award criteria

The most economically advantageous tender is established by weighing technical quality against price on an 80/20 basis.

TENDERING

18. Deadline for receipt of tenders.

October 2nd, 2013

19. Tender format and details to be provided

Tenders must be submitted using the tender model provided by the project manager, PIU. In requesting copies of the tender documents the tenderer should specify the **tender reference** and the **contract title**. The email address provided by the tenderer in this request for tender documents will be that used for any subsequent clarification correspondence by the project manager during the tender period.

The tender documents are available electronically and free of charge from the project supervisor by contacting the Project Manager at the following address:

email to: lewiso@gov.ms

Attn. Mr. Owen Lewis

Project Implementation Unit

2nd Floor Public Market Building

Little Bay

Montserrat

20. How tenders may be submitted

Tenders must be submitted in English exclusively to the Client, Ministry of Finance and Economic Management, using the means specified in point 8 of the Instructions to Tenderers.

Tenders submitted by any other means will not be considered.

21. Alteration or withdrawal of tenders

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

Any such notification of alteration or withdrawal shall be prepared and submitted in accordance with point 9 of the Instructions to Tenderers.

22. Operational language

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