

INVITATION TO TENDER

X-RAY PLANT ROOM
GLENDON HOSPITAL

October 24, 2017



Ministry of Health & Social Services

Health Headquarters

P. O Box 24

Brades

Montserrat, W. I.

Tel: (664) 491-2552/2880

Fax: (664) 491-3131

Email: mehcs@gov.ms

October 24th 2017

Dear Sir/Madam,

Re: Tender for the Construction of Glendon Hospital X-ray Plant Room.

The Ministry of Health invites you to submit a tender for the above captioned project. Included are the tender documents consisting of:

1. Instruction to Tenderers
2. Tender Document Check List
3. Form of Tender
4. Bill of Quantities
5. General Conditions of Contract
6. Anti-Collusion Statement
7. Evaluation Criteria
8. Post Contract Evaluation
9. Schedule A - Labor Rates
10. Schedule B - Material prices
11. Schedule C - Construction Equipment
12. Schedule D - List of Proposed Established Sub-Contractors
13. Specifications
14. Drawings

All Tender packages can be accessed on the Government of Montserrat website at www.gov.ms. Please return a **Completed** set of documents consisting of the priced and signed Form of Tender, Bill of Quantities, Document Check List, signed anti-collusion statement and a copy of your **tax compliance certificate (if locally based)**. These should be placed in an inner envelope and addressed to **Chairman, Public Procurement Board, Ministry of Finance and Economic Management, Brades, Montserrat**. The name of the project should also be written on this inner envelope and should read, "Tender for the Construction of Glendon Hospital X-ray Plant Room". The name of the tenderer should also be written on the inner envelope.

This inner envelope should be placed into an outer envelope addressed to **Chairman, Public Procurement Board, Ministry of Finance and Economic Management, Brades, Montserrat**. The name of the project should also be written on this outer envelope and should read, "Tender for the Construction of Glendon Hospital X-ray Plant Room". The outer envelope should bear no identification of the tenderer. Tenders are to be received no later than **2:00p.m on Wednesday 15th November 2017**. Please ensure that no additional marks are placed on the outer envelope.

Tenders are to be taken to the Ministry of Finance main office where the tenderer would place their tender in the Tender Box and be given a signed and dated receipt after this is completed.

A site visit will be arranged for 10:00 am on Wednesday 01st November 2017 at the Hospital site. Any queries relating to the tender or works included should be made in writing and emailed to the Director, Public Works Department at brucej@gov.ms or Permanent Secretary at Ministry of Health at hazeld@gov.ms. The deadline for the submission of queries will be at 16:00hrs on Monday 13th November 2017.

Yours sincerely,



.....
Dorothea Hazel
Permanent Secretary (Ag)

X-RAY PLANT ROOM
INSTRUCTIONS TO TENDERER

Tender Documents and Instructions

- A Tenderers will be supplied with the following tender documents:-
- Tender Dossier
 - Tender Drawings
- B Invitation Letter.
- C Tender Drawings prepared by the Architect; Public Works Department, Ministry of Communication, Works and Labour.
- D Bills of Quantities prepared by the Quantity Surveyor, Public Works Department, Ministry of Communication, Works and Labour.
- E One copy of the above mentioned tender document will be supplied to tenderers. Tenderers must comply strictly with the following instructions; failure to do so is liable to cause your tender to be rejected.
- F. Documents to be submitted together with the Form of tender:
1. Instruction to Tenderers
 2. Document Check List
 3. Form of Tender
 4. Bill of Quantities
 5. Tax Compliance
 6. General Conditions of Contract
 7. Signed Anti-Collusion Statement
 8. Evaluation Criteria
 9. Post Contract Evaluation
 10. the schedule of labour rates
 11. the schedule of material prices
 12. the schedule of construction equipment
 13. the list of proposed sub-contractors
 14. construction program
- G This tender is based on the Drawings presented, Specifications, Conditions of contract and Bills of Quantities (measured works section), hereinafter is referred to as the Contract Documents.

Scope of the Works

- A Contract provides for:-

- B The supply, fabrication and erection of the entire works as outlined in the Tender Document.
- C The proposed works are described in the Drawings, Scope Statements and Bills of Quantities which are provided to the tenderers.

X-RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Explanation of Documents

- A If any point/s in the documents issued for the purpose of tendering are not clear, the tenderer is especially asked to telephone the Public Works Department at +664 491 6611 or +664 491 8566 to clarify any Queries on the drawings or in the Bills of Quantities. The Government Architect will provide explanations by the issue of an addendum to confirm answers given, and not less than 2 working days prior to the date fixed for the delivery of tenders, and a copy of such addendum will be dispatched to all parties who have taken sets of the tender documents. Any addendum so issued will be incorporated in the contract documents.

All information given on the drawings or in the contract documents relating to materials encountered, ground-water, sub-surface conditions, natural phenomena, and existing pipes and other structures is from the best source available to the Employer at preparation of tender documents. All such information is furnished only for the information and convenience of tenderers.

Statements to Tenderer

- A Neither the Employer; Government of Montserrat., nor any of its agents or servants shall be bound by or held liable for any statement made or delivered to any tenderer unless such a statement shall have been confirmed by a circular letter to tenderers issued by the Government Architect.

X-RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Tenderer to Investigate Before Tendering

- A The tenderer will be deemed to have read and examined all the documents and he/she shall satisfy him or herself as to all matters and contingencies which can in any way influence his or her tender. Any neglect or failure on the part of the tenders to obtain reliable information upon any matters affecting the cost, execution, construction, completion and maintenance of the Works and the Contract shall not relieve the persons whose Tender is accepted from any risks or liabilities for the complete Works, nor will any claim for increase of the Contract be entertained as a result of such negligence.

- B The tenderers are required to visit and examine the site and its surroundings, and he/she may obtain for him or herself all the information that may be necessary for compiling his or her tender. He/she must examine the tender documents and ascertain the matters on which he/she will be deemed to have satisfied him or herself with all the risks and obligations which the Contract will impose on the Contractor, submission of the tender therefore shall be considered conclusive evidence of such.

- C The tenderer shall submit his or her tender with the understanding that the tender documents are intended to cover all the work within the scope of the Contract, and that unless expressly excluded, any and all labour and materials not indicated therein, but necessary to complete any part of work, shall be considered as included and shall be furnished.

X-RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

- D Any alteration made by a tenderer to the documents issued for the purpose of tendering or omission by him or her to complete fully and return every document as required by this notice to tenderers, unless otherwise instructed by the Government Architect, may preclude consideration of the tender by the Employer. Should any further information be required, it will be supplied on request by the Government Architect.

Bills of quantities

- A Quantities contained within the Bills of Quantities do not necessarily indicate conclusively the amount or the extent of works to be preformed. The tenderer must satisfy himself or herself as to the general accuracy of the quantities given in the bill of quantities and must provide accordingly in the tender rates. If he/she considers that any quantity may differ materially from the figure given in the bills of quantities, he/she must call attention to the fact in a letter accompanying the tender. The tenderer must not insert additional items in the bills of quantities, but must provide for all his/her obligations under the Contract in the rates and prices entered against the items provided. An all-in rate comprising of labour, material, transportation and plant must be entered against every item in the bills of quantities, **(unless otherwise specified)**. If any item is left un-priced it shall be deemed as allowed for elsewhere. The schedules must also be completed if provided in the tender documents.

X-RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Currency of Tender

- A Tenders shall be priced in Eastern Caribbean Dollars. Rates and prices shall be inclusive of applicable taxes. In order to keep the bidding process as fair and simple as possible, please bid as a **duty paid** project.

- B The tenderer must familiarize himself/herself with the workings of the Customs Department and shall allow for the costs of and shall accept responsibility for preparing and processing the necessary documents involved in the importation of labour and materials, etc. to be incorporated in the Works.

- C The tenderer must allow for all Wharfage Dues, Package Tax, Importer's Licenses (where applicable), Stamp Duties, taxes and charge that may be required.

- D Special rules are in force in respect of the importation of plant, scaffolding, tools, equipment and consumable stores that are not incorporated in the Works. The tenderers must allow for the result of licenses, bonds deposits, duties, taxes, stamp duties or any other charges that may be required.

X-RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Return of Tenders

Tenders shall be sent to: -

- A **Chairman**
 Public Procurement Board
 Ministry of Finance and Economic Management,
 Government Headquarters,
 Brades,
 Montserrat
- B Tenders shall be made on the appropriate Form of Tender included in the tender documents. The complete tender shall be submitted in a plain sealed envelope or packaged clearly marked on the outside: -
- C **“TENDER FOR THE CONSTRUCTION OF X- RAY PLANT ROOM,” GLENDON
 HOSPITAL ST JOHN’S, MONTSERRAT**
- D The outer envelope or package shall bear no indication of the identity of the sender.
- E Tenders shall reach the above address no later than 2pm on Wednesday 15th
November 2017.

X- RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Information to be Completed by the Tenderer

- A Tenderer shall complete the tender documents so provided. Each Tender must contain the name, residence and place of business of the person or persons making the Tender and must be signed by the Tenderer with his usual signature. Tenders by partnership must furnish the full names of all partners and must be signed with the partnership name by one of the members of the partnership or by an authorised representative followed by the signature and designation of the person signing. Tenders by corporation to be signed with the legal name of the corporation followed by the date and name of the State of incorporation and by the signature and designation of the President, Secretary or other person authorized to bind it in the matter. Satisfactory evidence of the authority of the signer on behalf of the firm shall be furnished.

Responsibility for Tender

- A The Employer, Government of Montserrat will not be responsible for, or pay for, any expense or loss which may be incurred by the tenderer in the preparation of his tender.
- B The Tenderer to whom the award is made may be required to furnish, and deliver to the Employer, a written bond of indemnity, of the same form as that in security forms section of the tender document, in the amount of ten percent (10%) of the Contract Price, and with surety thereon acceptable to the Employer. The bond shall be furnished and maintained at the expense of the Contractor. The party to whom the Contract is awarded will be required to execute the Contract and (if required) furnish the Performance Bond duly executed within seven days, not including Sunday or Legal Holiday. Failure to execute the Contract shall be sufficient reason for the Government Architect to cancel the award without obligation or claim upon the Employer.

X- RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

A Increases / Decreases in Cost of Labour and Materials

- i. Increases / decreases in the current cost of labour and materials subsequent to the date for closing of Tenders will not result in an adjustment to the Contract Price.
- ii. Basic unit costs of labour and certain materials upon which the Tender is based and upon which dayworks and variations will be considered shall be listed in the Schedule listed in the preliminary Appendix. These Schedules shall be completed and submitted with the Tender. Failure to submit them may lead to disqualification of the Tender.

Bribery

- A The offer of a bribe or other inducement to any person with the object of influencing the placing of the Contract will result in instant rejection of the tender concerned.

Time for Commencement

- A Tenderers are advised that the actual work of this Contract must not be started until a “**Notice to Commence Work**” has been issued by the Government Architect. The Contractor shall, however, commence work no later than the date specified in the above Notification.

Time for Completion

- A The time for completion for the complete contract is to be determined by the tenderer in the Form of Tender.

X- RAY PLANT ROOM (Cont'd)

INSTRUCTIONS TO TENDERER (Cont'd)

Validity of Tender

- A The tender shall be valid for 90 calendar days from the date fixed for public or private opening of tenders. During this period the tender is irrevocable. The Employer shall notify the successful tenderer (if any) of its acceptance within the period of the tender validity. The Tenderer to whom the award is made will be required to enter into an agreement with the Employer. This agreement will be of the form that is in the Tender Documents, and stated earlier.

Acceptance of Tender

- A The Employer, Government of Montserrat., does not bind itself to accept the lowest or any tender nor to assign any reason for the rejection of any tender. Tenders may be declared void if the tender sum exceeds the funds available for the works.

Errors in the Tender

- A Errors discovered in the Contractor's Tender will be dealt with as follows:
The Contractor will be given details of such errors and afforded an opportunity of confirming or withdrawing his offer. If the Contractor withdraws, the tender of the second most advantageous tenderer will be examined, and if necessary this Contractor will be given a similar opportunity.

		Quantity	Unit	Rate	Amount
	SUBSTRUCTURE				
	<u>Excavation and filling</u>				
A	Excavating to reduce level maximum depth 6"	1	cy		
B	Excavating topsoil for preservation; average depth 2"	10	sy		
C	Excavating trenches for width not exceeding 2'-0"	1	cy		
D	Disposal for excavated material offsite to be confirmed by project manager	2	cy		
	<u>Concrete work</u>				
E	Foundations	1	cy		
F	Slabs thickness 6" - 18" reinforced poured on against earth	1	cy		
	<u>Formwork</u>				
G	To sides of foundations	1	sy		
H	<i>To sides of upstands 12"</i>	9	ly		
J	<i>To sides of upstands 14"</i>	5	ly		
	<u>Reinforcement</u>				
	1/2" High tensile bars in ground beam	76	lb		
	3/8" High tensile links in 8" x 12"	43	lb		
	BRC A142 mesh in slabs	5	sy		
	Substructure Carried to Summary				

		Quantity	Unit	Rate	Amount
	SUPERSTRUCTURE				
	<u>Reinforced Concrete</u>				
A	8" x8" Concrete Column	1	cy		
B	8" x 14" Concrete Column	1	cy		
C	8" x 14" Beam	1	cy		
D	8" x 8" Lintels	1	cy		
E	6" Floor Slab	14	sy		
F	6" Roof Slab	16	sy		
	<u>Formwork</u>				
G	To sides of 8" x 8" columns	4	sy		
H	To sides of 8" x 14" columns	5	sy		
J	To sides of 8" x 14" beams	5	sy		
K	To sides of 8" x 8" lintels	1	sy		
L	To soffit of roof slab	12	sy		
M	To 6" edge of floor slab	11	ly		
N	To 6" edge of roof slab	11	ly		
	To Collection				

		Quantity	Unit	Rate	Amount
	SUPERSTRUCTURE (continued)				
	<u>Reinforcement</u>				
A	1/2" High tensile bars in 8" x 14" beams	76	lb		
C	1/2" High tensile bars vertical in 8" block walls	126	lb		
D	BRC # 66 in 6" floor slab	14	sy		
E	1/2" High tensile bars in 6" roof slab	262	lb		
F	1/2" High tensile bars in 8" x 8" columns	27	lb		
G	1/2" High tensile bars in 8" x 8" lintels	20	lb		
H	1/2" High tensile bars in 8" x 14" columns	41	lb		
J	3/8" High tensile links in 8" x 14" beams	40	lb		
K	3/8" High tensile links in 8" x 8" columns	21	lb		
L	3/8" High tensile links in 8" x 14" columns	31	lb		
M	3/8" High tensile links in 8" x 8" lintels	12	lb		
N	Ladder mesh to 8" block walls	62	ly		
	<u>Blockwork</u>				
P	8" Thick reinforced blockwork	26	sy		
Q	Fill alternate cavities of 8" thick blockwork with lean mix concrete	13	sy		
	To Collection				

		Quantity	Unit	Rate	Amount
	<p>SUPERSTRUCTURE (continued)</p> <p><u>K10 PLASTERBOARD DRY LINING/PARTITIONS/CEILINGS</u></p> <p>¾" thick plaster board to both sides of frame and Include for taping, skimming and sanding of all joints and to supply and apply 2 A coats paint finished to match existing</p> <p><u>SUNDRIES</u></p> <p>B 6" PVC Pipe</p> <p>To Collection</p> <p><u>Collection</u></p> <p>From page 3 From page 4 From page 5</p>	14	ft ²		
		2	ft		
	Superstructure carried to Summary				

		Quantity	Unit	Rate	Amount
	<p><u>WINDOWS / DOORS / STAIRS</u></p> <p><u>L10 WINDOWS</u></p> <p>Wolmanised Pitch Pine to:-</p> <p>A 2" x 4" treated timber frame</p> <p>B 1" x 3" Architrave</p> <p>C 1" x 4" lining</p> <p><u>L20 DOOR SUPPLIED BY CLIENT (LABOUR ONLY)</u></p> <p><u>1 3/4" Thick Solid Panel Door complete with 1 1/2 pairs 4" stainless steel butt hinges with entrance lock deadbolt (Labour Only)</u></p> <p>D Door Size 76" x 82" (D1)</p> <p><u>Painting</u></p> <p><u>One coat Enviroseal primer, two coats Acrylic Emulsion semi gloss on internal doors, frames, stops and moulding</u></p> <p>E Frames</p> <p>F Architraves</p> <p>G Lining</p>	<p>30</p> <p>30</p> <p>30</p> <p>1</p> <p>2</p> <p>1</p> <p>2</p>	<p>ft</p> <p>ft</p> <p>ft</p> <p>No.</p> <p>sy</p> <p>sy</p> <p>sy</p>		
	Door and Wiindows carried to Summary				

		Quantity	Unit	Rate	Amount
	FINISHINGS				
	<u>Wall finishes</u>				
	<u>Cement and sand (1:3) render applied to;</u>				
A	Walls (internally and externally), columns, beams and lintels	65	sy		
	<u>Floor Finishes</u>				
	2" Cement and sand mortar screed, trowel smooth surface finish				
B	(floor slab)	12	sy		
	<u>Ceiling Finishes</u>				
	<u>Cement and sand (1:3) render applied to;</u>				
C	Ceiling for roof slab	12	sy		
	<u>Painting</u>				
	<u>Apply one coat of acrylic emulsion flat paint to</u>				
D	Surface of rendered ceilings	12	sy		
	<u>Apply one coat of acrylic emulsion flat paint and one coat of Enviroseal primer to</u>				
E	wall Finishes	65	sy		
	Finishes Carried to Summary				

		Quantity	Unit	Rate	Amount
	EXTERNAL WORKS Allow for the protection of hospital staff, patients and the general public by providing the necessary signage, hoarding, protective barriers and dust sheets during the works.		Item		
	External Works carried to Summary				

FORM OF TENDER

The Chairperson
Public Procurement Board
Ministry of Finance and Economic Management
Brades
Montserrat

Dear Sir/Madam;

Re: Tender for the Construction of X-RAY Plant Room

I/We the undersigned undertake to construct and complete the above Works in accordance with the General Conditions of Contract, Specifications and Drawings for the sum of:

EC\$

.....
(words).....

If my/our tender is accepted, I/We undertake to commence the Works within ____ **days** from the date of receipt by me/us of the official order and complete the works within ____ **days** from the date of receipt by me/us of the official order.

I/We understand I/We shall not be reimbursed for any cost that may have been incurred in compiling this tender. I/We confirm this tender shall remain valid for a period of 90 days from the date of submission of this tender.

Name.....

Signed.....

Name of firm (If Applicable)

Address.....

Tel. nr.....

Fax nr.....

Email Address

Date.....

APPENDIX TO FORM OF TENDER

Clauses

Amount of Bond or Guarantee (if required):	10 percent of Contract Sum
Amount of Third Party Insurance	EC \$72,000.00
Period for commencement from Notification of Award of Contract Calendar Days **
Time for completion Calendar Days **
Amount of Liquidated Damages	EC\$252 per day or part thereof
Period of Maintenance	12 months
Percentage of Retention	5 percent
Limit of Retention Money	5 percent of Contract Sum
Time within which payment to be made after issue of Certificate	14 Calendar Days

** To be filled in by Tenderer

EVALUATION OF TENDER

Evaluation Criteria

The following evaluation criteria will be used to evaluate tenders received in response to this Invitation to Tender provided. The Administrative Compliance would be applied before the remaining criteria and is either pass or fail with failure meaning that bids would be deemed Non-compliant. **Tenders must achieve a minimum score of 65% to be considered for award of contract.**

Criteria Description	Weight (%)
Administrative Compliance	5
Method Statement / Risk Analysis	10
Programme of Works	10
Financial Compliance	45
Technical Compliance & Tenderer's Experience	30

Tenderers that fail to meet the above qualifying score will be rejected and not considered for award of contract.

Administrative Compliance (5%)

Tenderers must submit all the documents requested in the tender document. The tender checklist provides a list of requirements which need to be fulfilled. All Tenderers are required to fully complete the Form of Tender including the commencement time and the proposed completion time which are highlighted. In addition, Tenderers are required to fully complete the Bill of Quantities and Schedules A – E provided. A valid Tax Compliance Certificate must be submitted with each submission. Tenderers must sign and date the Anti-Collusion statement. Tenderers must include details of two (2) previous works of similar nature in accordance with the Technical Compliance below. This fulfils The Administrative Compliance which is weighted at 5 percent of the total score. Where **all** the above requirements have been fulfilled then the tenderer would advance to the next evaluation criteria. If any of the above mentioned items are not submitted, then the tender would be deemed non-compliant and the submission rejected.

Method Statement/Risk Analysis (10%)

Tenderers are required to submit a Method Statement to be used to help manage the work and ensure that the necessary precautions have been communicated to all parties so the wellbeing of the workforce is not affected. This will be a means of controlling specific Health and Safety risks identified, (example use of plant and protection for working on a Hospital Site). Tenderers should provide a fully detailed outline of the work task or process which should be completed in

carrying out the said works. Risk control strategies and procedures should also be identified to ensure that all the significant health and safety risks can be lessened. Tenderers should also submit a risk method statement to show who is responsible and how to eliminate (or reduce as far as possible) the possibility of an accident occurring where individuals may suffer injury or work related illness, or where property may be damaged. Ensuring Health and Safety of all throughout the works is paramount to the project's success. This criterion would be assessed on a weighting of (10%).

Programme of Works (10%)

Tenderers are required to provide an accurate detailed programme of works showing a list of all activities which would be carried out to complete the works including time frames for each activity. The programme should effectively show the start and end dates, duration of key activities, the total duration for completing the works and hand over date. Programmes with the necessary requirements would be assessed by obtaining a required percentage out of (10%).

Financial Compliance (45%)

The tendered price is a significant component and the Government of Montserrat will seek to ensure that the works are undertaken at the Most Economically Advantageous Tendered Price. Nonetheless the Government of Montserrat is not bound to accept the lowest or any tender. However, there are other factors as listed in the criterion description for evaluation and these will be considered proportionately.

The percentage for this criterion will be calculated proportionately in comparison to other priced submissions from tenderers, and assessed by obtaining a required percentage weighting out of (45%).

Technical Compliance & Experience (30%)

Adherence to the technical specification is paramount to tenderers achieving success in the evaluation process. Prospective tenderers need to provide details of at least 2 previous contracts completed within the past 5 years of a similar nature to the scope of works of this tender with a value of a minimum \$100,000.00 for material and labour and a minimum value of \$40,000 for labour only. These details should include but are not limited to the following; the entity or person for which the work was completed, contact information for the entity or person, the value of the works, the location of the works and photographic evidence of different stages of the works. In addition, the prospective tenders can submit award letters for works in lieu of the above mentioned information. The percentage for this criterion will be calculated proportionately in comparison to other submissions from tenderers, and assessed on a weighting of (30%).

The Hon F.S. has advised that Contractors are to reduce their dependency on GOM taking the Risk of providing substantial Advanced Payments to them. However, strong supporting evidence will be required for all advanced payment request of more than **20%** submitted by Contractors in their Payment Schedules.

Start Date or Date of Award	Description of Works	Name of Client	Price of Contract	Date Completed

AGREEMENT

between

GOVERNMENT OF MONTSERRAT

and

.....

1. This Agreement is made the day of.....**2017** between the **GOVERNMENT OF MONTSERRAT** having its headquarters at Government Headquarters, Brades, Montserrat acting herein and represented by Ms. **Dorothea Hazel, Permanent Secretary (Ag)** (hereinafter referred to as “**GOM**”) of the one part and whose address is acting herein and represented by (hereinafter referred to as the “**Contractor**”) of the other part.

The Employer is desirous that the construction of an X-RAY Plant Room be carried out at Glendon Hospital and the Contractor has accepted that the compensation due to him for carrying out the said construction is the amount submitted by him/her during the tender process and is the amount to carry out the works according to the schedule and other documents which comprised the contract document.

2. This Agreement shall take effect from the..... and subject to prior termination as provided by this agreement shall continue for a period of days/weeks/months.
3. In this Agreement:
 - a) “Agreement” means these General terms and Conditions in Schedule 1 together with the Signed Form of Tender, Priced Bill of Quantities, Specifications, Contract Drawings, signed and dated Anti-Collusion statement, tender circular, addenda in Schedule 4 and any document incorporated into this agreement by reference;
 - b) “**Contractor**” includes the **Contractor**, and his/its employees;
 - c) “deliverables” includes specifications, drawings and any component element of the Works;
 - d) “Quantity Surveyor” means a duly authorized representative of GOM who is also qualified and trained as a Quantity Surveyor
 - e) “Works” means the works to be executed in accordance with this agreement as described in the Specification drawings.
4. The **Contractor** is an independent contractor and shall not be considered in any respect as being an employee of **GOM**.
5. The **Contractor** shall supply its Social Security number (**if locally based**) and verify the accuracy of the number as entered on all documentation connected with this agreement, and shall provide to **GOM** evidence of good standing with and observance of the requirements of the Social Security Board.
6. The representative of **GOM** for the administration of this agreement is the Permanent Secretary, Ministry of Health (hereinafter referred to as the Administrator). The Administrator shall have final authority for acceptance of the **Contractor’s** performance, and if satisfactory shall initiate the process for approval of payment to the **Contractor**. No payment shall be made without such approval.
7. The **Contractor** shall provide the deliverables specified in column 1 of Schedule 2, within the timelines set out in Column 2 of Schedule 2, in return for the fees set out in column 3 of Schedule 2, under the terms and conditions outlined in Schedule 1.

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the date herein first mentioned.

BY

BY

Dorothea Hazel
Permanent Secretary (Ag)

Contractor

WITNESS

WITNESS

SCHEDULE A - LABOUR RATES

I (We) hereby certify that to the best of my (our) knowledge and belief the wages, hours of work, and conditions of labour of all work people proposed to be employed by me (us) on this project for which I (we) am (are) offering myself (ourselves) as a Contractor are fair and reasonable having regard to the statutory provisions regulating rates of wages as are in force in Montserrat on the date of this my (our) Tender and I (we) will accept responsibility for the observance of these regulations by sub-contractors employed by me (us) in the execution of the works.

The above mentioned wages and hours of work are as listed on the following pages:

The Tenderer shall list the labour, by classification, which he proposes to have on the site for performing all of the work, together with the applicable hourly rates. The rates stated shall include all fringe benefits, overhead and profit.

Class of Work-person	Rates of Wages (*) \$/hr.	Hours of Work (**)
Foreman		
Mason		
Steel bender/fixer		
Skilled Labourer		
Labourer		

I (We) shall pay times the above rates of wages for normal overtime work in excess of hours per work day and Saturdays and times the above rates of wages for work on Sunday and Statutory Holidays.

* per hour

** In a normal working day

Dated this day of 2017

..... (Signature)

(Name in Block Letters)

being an officer of, and duly authorized to sign on behalf of

.....

.....

(Business Address)

.....

(Telephone)

SCHEDULE B CONSTRUCTION MATERIALS

On the following page(s) I (We) have listed to the best of my (our) knowledge all of the required construction materials to be incorporated into the Permanent Works, together with the names of my (our) proposed suppliers and the unit for each material including the country of origin thereof if not locally sourced.

We have satisfied ourselves that the suppliers' delivery schedules are realistic and/or we have satisfied ourselves that materials are available in sufficient quantities to execute the works without delay, and that materials conform with all requirements of the Specification.

We understand that all materials will be subject to inspection and tests by the Architect/Contract Administrator.

Material	Supplier	Unit Cost (EC\$)
Sand		
Aggregate		
Cement		
Reinforcement mesh		
Reinforcement – 5/8"		
Reinforcement – 1/2"		
Reinforcement – 3/8"		
Reinforcement – 1/4"		
Lumber – 2" x 4"		
Lumber – Form Finish Ply 1/2"		
Lumber – Form Finish Ply 3/4"		
Stainless steel screws		
1/2" diameter aluminum rods		
1/2" diameter bolts		
Emulsion Paint		
Redoxide paint		

Dated this day of 2017

..... (Signature)

(Name in Block Letters)

being an officer of, and duly authorized to sign on behalf of

.....

.....

(Business Address)

.....

(Telephone)

SCHEDULE C CONSTRUCTION EQUIPMENT

I (We) propose to employ the following construction machinery and equipment for the execution of the Works and to the best of my (our) knowledge, the equipment listed is in sufficient capacity to construct all of the Works within the time specified for completion.

Note: Indicate (*) if equipment is to be rented or sub-contracted locally, and provide details. Also list the rate of hourly hire of all equipment for Day-work purposes. Do not list hand tools or normal tools required by trade persons.

Description of Equipment	Hourly Rate for Day-work (EC\$)
Concrete Mixer (with hopper)	
Concrete Mixer (without hopper)	
5 Ton Lorry	
3 Ton Lorry	
Vibrator	
Backhoe	
Bobcat	
Excavator	

Dated this day of 2017

..... (Signature)

(Name in Block Letters)

being an officer of, and duly authorized to sign on behalf of

.....

.....

(Business Address)

.....

(Telephone)

SCHEDULE D - LIST OF PROPOSED ESTABLISH SUB-CONTRACTORS

I (We) propose to sub-contract the following parts of the Works to the sub-contractors listed below. I (We) agree not to make changes to this list without the written consent of the Project Manager.

In my (our) opinion, the sub-contractors named hereunder are reliable and competent to perform that part of the works for which each is listed and, in any case, I (we) understand that all proposed sub-contractors shall be subject to the Architect/Contract Administrator's written approval.

Name and Address of Sub-Contractor	Part of the Works
	Steel Bender/Fitter
	Carpenter
	Mason
	Labourer

Dated this day of 2017

..... (Signature)

(Name in Block Letters)

being an officer of, and duly authorized to sign on behalf of

.....

.....

(Business Address)

.....

(Telephone)

Ministry of Health
Tender Document Checklist

Project Title: ***Tender for the Construction of Glendon Hospital X-RAY Plant Room***

Date scheme advertised: 24th October 2017

Tender Deadline Date: 15th November 2017

Tender Deadline Time: ***2:00pm***

Below are the following documents that should be provided for a contractor's tender to be valid. Bidders are asked to supply and tick off the following information. Failure to provide any of the stated documents will result in the tender being considered non-compliant and rejected.

The below documents should be presented with their bid to ensure that their bid is valid.

Signed Form of Tender (**Including time for completion and notice period**) ☐

Completed Bill of Quantities ☐

Tax Compliance Certificate ☐

Signed Anti-Collusion Statement ☐

Schedule A - D ☐

Construction Programme ☐

Method Statement ☐

Proposed Payment Schedule ☐

Details of Contractor Experience ☐

.....
Signed on behalf of Contractor

.....
Date

GOVERNMENT OF MONTSERRAT

TENDER SUBMISSION ANTI-COLLUSION CERTIFICATE

I/WE CERTIFY THAT THIS TENDER IS MADE IN GOOD FAITH, AND THAT WE HAVE NOT FIXED OR ADJUSTED THE AMOUNT OF THE TENDER BY OR UNDER OR IN ACCORDANCE WITH ANY AGREEMENT OR ARRANGEMENT WITH ANY OTHER PERSON. I/WE ALSO CERTIFY THAT WE HAVE NOT AND I/WE UNDERTAKE THAT WE WILL NOT BEFORE THE AWARD OF ANY CONTRACT FOR THE WORK:

DISCLOSE THE TENDER PRICE OR ANY OTHER FIGURES OR OTHER INFORMATION IN CONNECTION WITH THE TENDER TO ANY OTHER PARTY (INCLUDING ANY OTHER COMPANY OR PART OF A COMPANY FORMING PART OF A GROUP OF COMPANIES OF WHICH I AM/WE ARE A PART OF) NOR TO ANY SUB-CONTRACTOR (WHETHER NOMINATED OR DOMESTIC) NOR SUPPLIER (WHETHER NOMINATED OR DOMESTIC) OR ANY OTHER PERSON TO WHOM SUCH DISCLOSURE COULD HAVE THE EFFECT OF PREVENTING OR RESTRICTING FULL COMPETITION IN THIS TENDERING EXERCISE

ENTER INTO ANY AGREEMENT OR ARRANGEMENT WITH ANY PERSON THAT THEY SHALL REFRAIN FROM TENDERING, THAT THEY SHALL WITHDRAW ANY TENDER ONCE OFFERED OR VARY THE AMOUNT OF ANY TENDER TO BE SUBMITTED OR OTHERWISE COLLUDE WITH ANY PERSON WITH THE INTENT OF PREVENTING OR RESTRICTING FULL COMPETITION

PAY, GIVE OR OFFER PAY OR GIVE ANY SUM OF MONEY OR OTHER VALUABLE CONSIDERATION DIRECTLY OR INDIRECTLY TO ANY PERSON FOR DOING OR HAVING DONE OR CAUSING OR HAVING CAUSED TO BE DONE IN RELATION TO ANOTHER TENDER OR PROPOSED TENDER FOR THE WORK ANY ACT OR THING OF THE SORT DESCRIBED AT I), II) OR III) ABOVE.

I/WE FURTHER DECLARE THAT I/WE HAVE NO KNOWLEDGE EITHER OF ANY SUM QUOTED OR OF ANY OTHER PARTICULARS OF ANY OTHER TENDER FOR THIS CONTRACT BY ANY OTHER PARTY.

I/WE FURTHER CERTIFY THAT THE PRINCIPLES DESCRIBED ABOVE HAVE BEEN, OR WILL BE, BROUGHT TO THE ATTENTION OF ALL SUB-CONTRACTORS, SUPPLIERS AND ASSOCIATED COMPANIES PROVIDING SERVICES OR MATERIALS CONNECTED WITH THE TENDER AND ANY CONTRACT ENTERED INTO WITH SUCH SUB-CONTRACTORS, SUPPLIERS OR ASSOCIATED COMPANIES WILL BE MADE ON THE BASIS OF COMPLIANCE WITH THE ABOVE PRINCIPLES BY ALL PARTIES.

I/WE ACKNOWLEDGE THAT ANY BREACH OF THE FOREGOING PROVISIONS SHALL LEAD AUTOMATICALLY TO THIS TENDER BEING DISQUALIFIED AND MAY LEAD TO CRIMINAL OR CIVIL PROCEEDINGS. THE GOVERNMENT OF MONTSERRAT SHALL TREAT ANY TENDER RECEIVED IN CONFIDENCE BUT RESERVES THE RIGHT TO MAKE THE SAME AVAILABLE TO ANY OTHER FUNDING ORGANISATION OR STATUTORY REGULATORY AUTHORITY EITHER HAVING JURISDICTION OVER THE WORKS OR WHO MAY NOW OR AT ANY TIME IN THE FUTURE HAVE STATUTORY POWER TO REQUIRE DISCLOSURE OF THIS TENDER.

IN THIS CERTIFICATE, THE WORD 'PERSON' INCLUDES ANY PERSONS AND ANY BODY OR ASSOCIATION, INCORPORATED OR UNINCORPORATED; ANY AGREEMENT OR ARRANGEMENT INCLUDES ANY TRANSACTIONS, FORMAL OR INFORMAL AND WHETHER LEGALLY BINDING OR NOT; AND 'THE WORK' MEANS THE WORK IN RELATION TO WHICH THIS TENDER IS MADE.

SIGNATURE..... IN CAPACITY OF

DATE.....2017

DULY AUTHORISED TO SIGN TENDERS AND ACKNOWLEDGE THE CONTENTS OF THE ANTI-COLLUSION CERTIFICATE FOR AND ON BEHALF OF:

NAME OF FIRM.....

FULL POSTAL ADDRESS.....

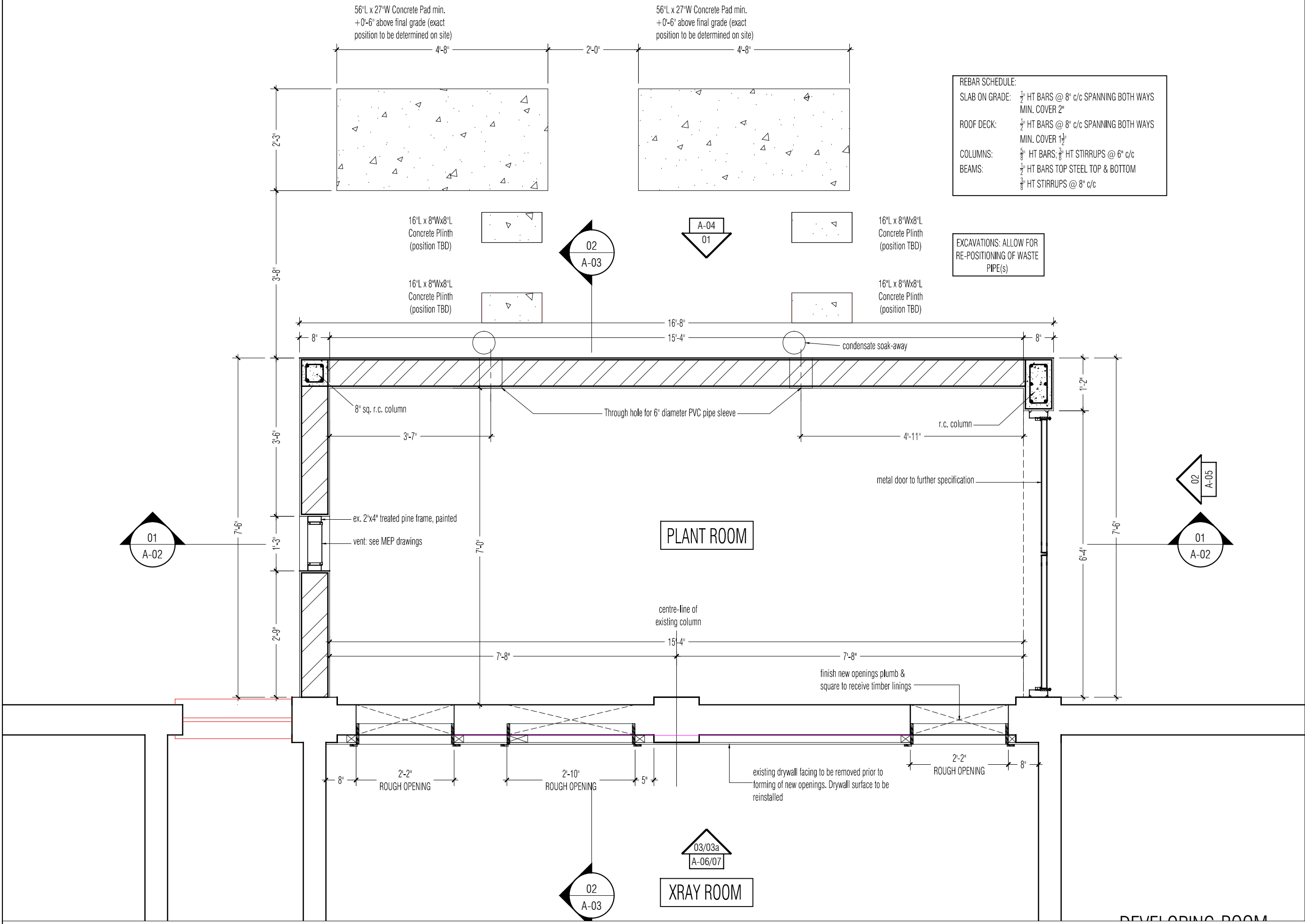
TELEPHONE No..... FAX No



Government of Montserrat

CONTRACT PERFORMANCE REPORT

GoM Contract Ref	Start Date	Contractual Completion Date				
Service/Item Code	Contractor & VDB No (if known)					
Delivery Point	Project & Contract Title					
Original Contract Value	Original Programme (weeks)	Actual Completion Date:				
Completion Value (if agreed)	Final Programme (weeks)	Would you use them again? Yes / No				
Any problems with performance or advance payment guarantees?		Yes / No				
Comments	CP score ✓ as appropriate	5 - good	4 - good	3 - poor average	2 poor	1 awful
Organisation						
Quality						
Personnel						
Environment						
Safety						
Commercial						
Manufacturing						
Technical						
Time						
Additional information (if necessary amplifying comments, eg why would you use them again if they had scored poorly, were delays/increases in cost the fault of the supplier):						
Signed (Project Officer)			Date:			



Public Works
Department
Ministry of
Communications
& Works

P.O. Box 344
Montserrat
West Indies
T: (664) 491-6611
F: (664) 491-6659
E: govarch@gov.ms

Revisions

A	W/rev	Date	Description

- General Notes
1. This drawing is the exclusive property of the The Ministry of Communications & Works for Montserrat and the reproduction in whole or in part is prohibited without prior written consent.
 2. The Contractor is to check and verify all levels datum and dimensions and report any discrepancy or omission to the Architect, prior to construction.
 3. Drawings are not to be scaled
 4. The Architect is not responsible for dimensions of the site plan unless they are taken directly from a registered boundary survey carried out by a Licensed Land Surveyor.
 5. This drawing is to be read in conjunction with Structural, Mechanical, Electrical and/or other consultant's documentation that is applicable to the project.

PROJECT
GLEDON HOSPITAL
XRAY PLANT ROOM

DRAWING
FLOOR LAYOUT

PROJECT NO. CW-A-MP.0035	DRAWING NO. A-01
DATE 25/04/2017	REV:
SCALE 1/2"=1'-0"	
DRAWN BY Eug	
CHECKED BY	

Public Works
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Ministry of
Communications
& Works

Revisions		
A	Date	Description


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5. This drawing is to be read in conjunction with Structural, Mechanical, Electrical and/or other consultant's documentation that is applicable to the project.

PROJECT NO. CW-A-MP.0035	
DATE 25/04/2017	
SCALE 1/2"=1'-0"	DRAWING NO. A-02
DRAWN BY Eug	
CHECKED BY	REV:

Public Works
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& Works

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Revisions

A	W/20/17	
 Date		Description

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Drawings are not to be sealed

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PROJECT

GLENDON HOSPITAL
KRAY PLANT ROOM

DRAWING

SECTION 02

PROJECT NO.
CW-A-MP.0035

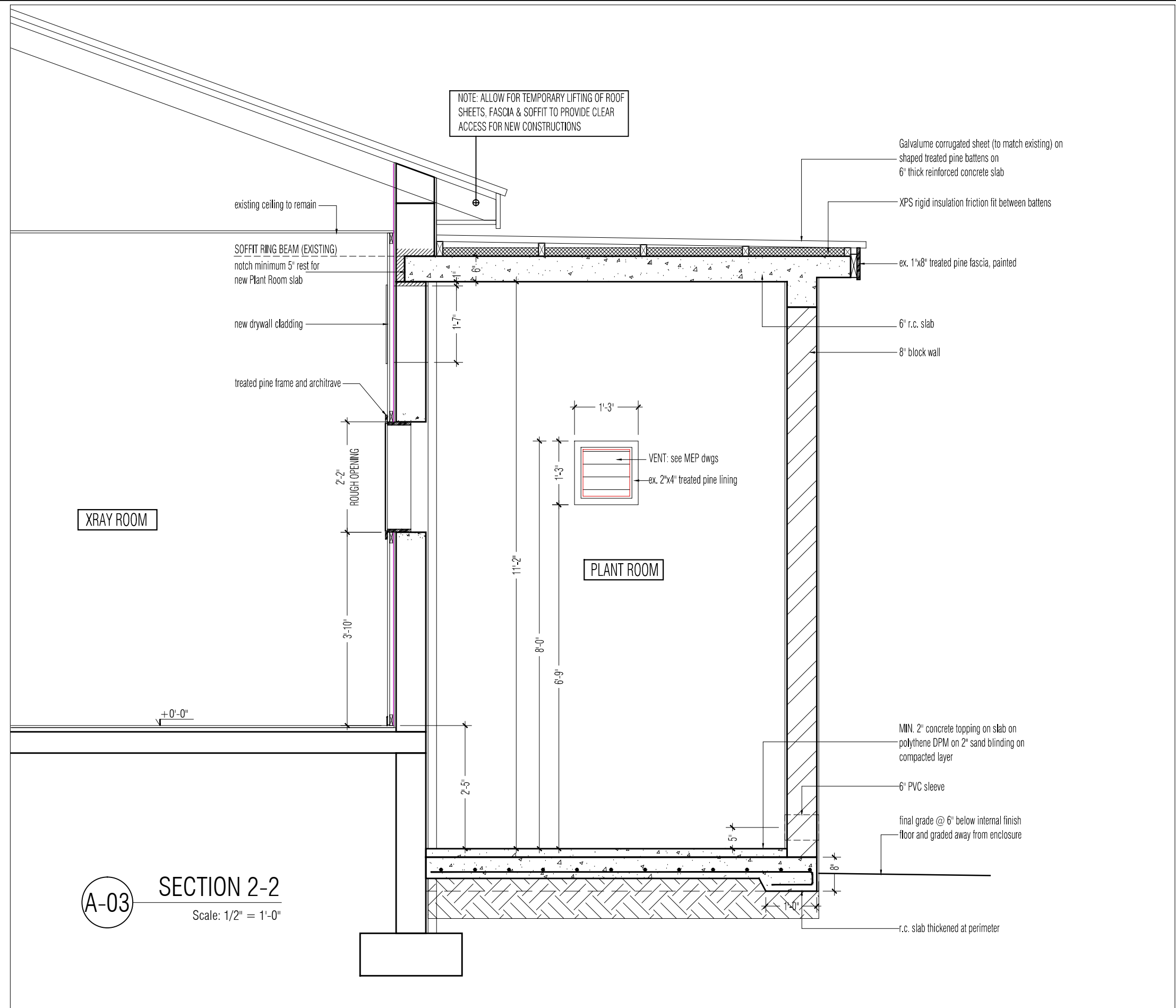
DATE
25/04/2017

SCALE
1/2"=1'-0" DRA

DRAWN BY A-
Eug

DRAWING NO.

h




PWD

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Department
Ministry of
Communications
& Works

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Revisions

2015		
A	W/20/YY	
	Date	Description

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PROJECT

GLENDON HOSPITAL
XRAY PLANT ROOM

DRAWING

ELEVATION 01

PROJECT NO.
CW-A-MP.0035

DATE
25/04/2017

SCALE
1/2"=1'-0" DRAWING NO.

DRAWN BY A-04
Eug

CHECKED BY _____

DRAWING NO.

A-04

REV:



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Revisions

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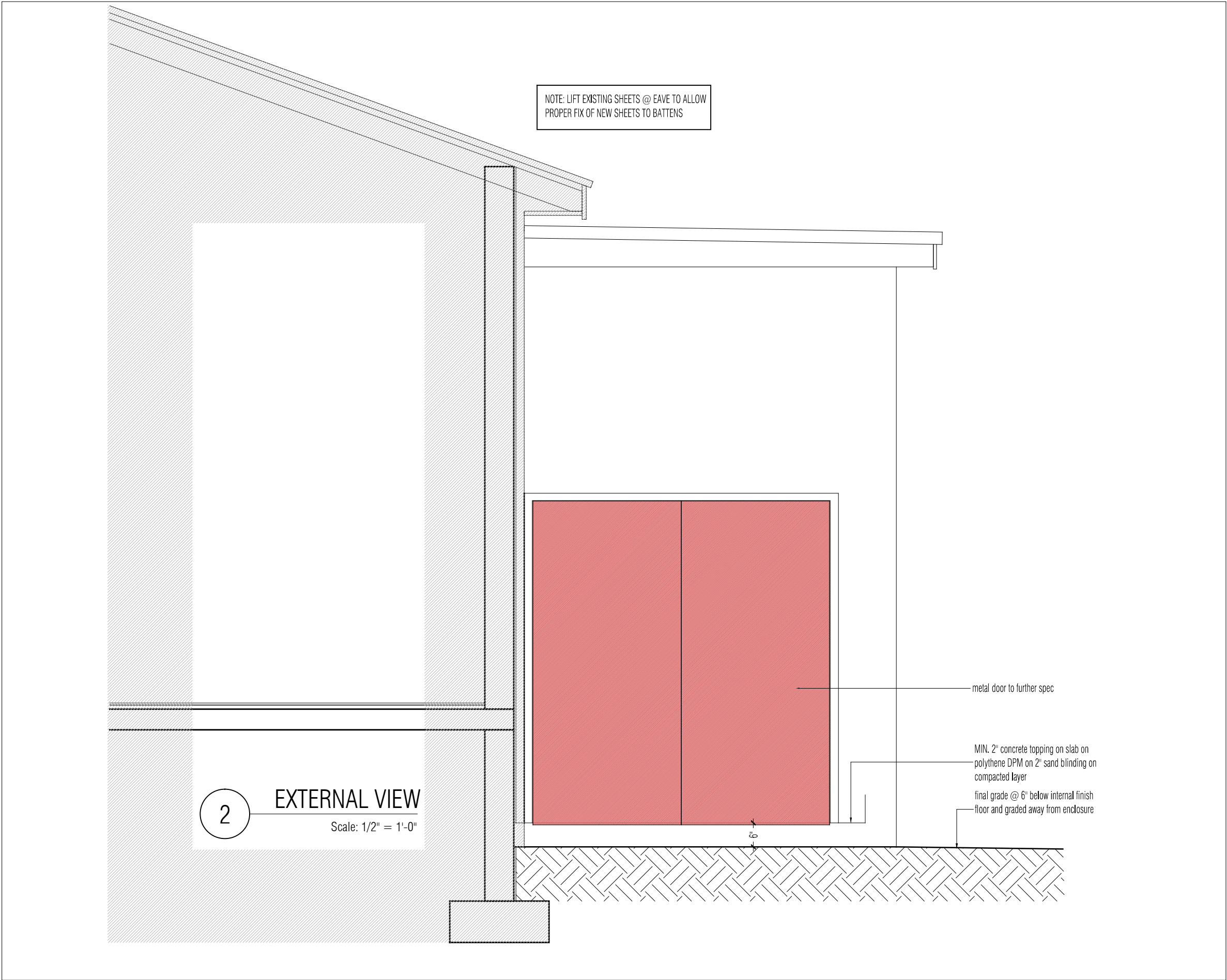
Date	Description
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PROJECT
GLEDON HOSPITAL
XRAY PLANT ROOM

DRAWING
ELEVATION 02

PROJECT NO. CW-A-MP.0035	DRAWING NO. A-05
DATE 25/04/2017	REV:
SCALE 1/2"=1'-0"	
DRAWN BY Eug	
CHECKED BY	





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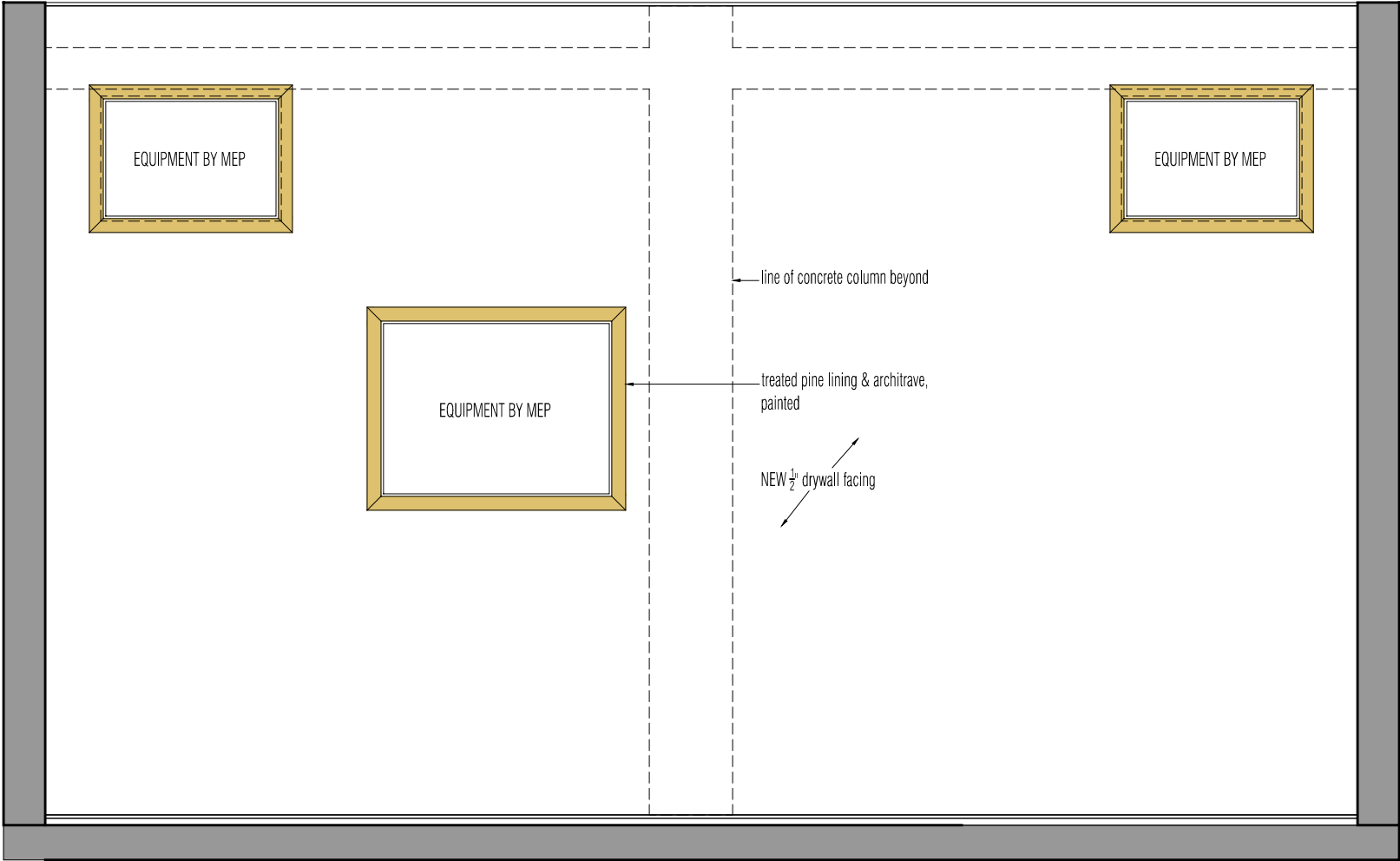
A	W/25/17	
Δ	Date	Description

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PROJECT
GLENDON HOSPITAL
XRAY PLANT ROOM

DRAWING
ELEVATION 03
XRAY ROOM
INTERNAL
ELEVATION

PROJECT NO. CW-A-MP.0035	
DATE 25/04/2017	
SCALE 1/2"=1'-0"	DRAWING NO. A-06
DRAWN BY Eug	
CHECKED BY	REV:



3 WALL ELEVATION: ARCHITECTURAL
Scale: 1/2" = 1'-0"



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Revisions

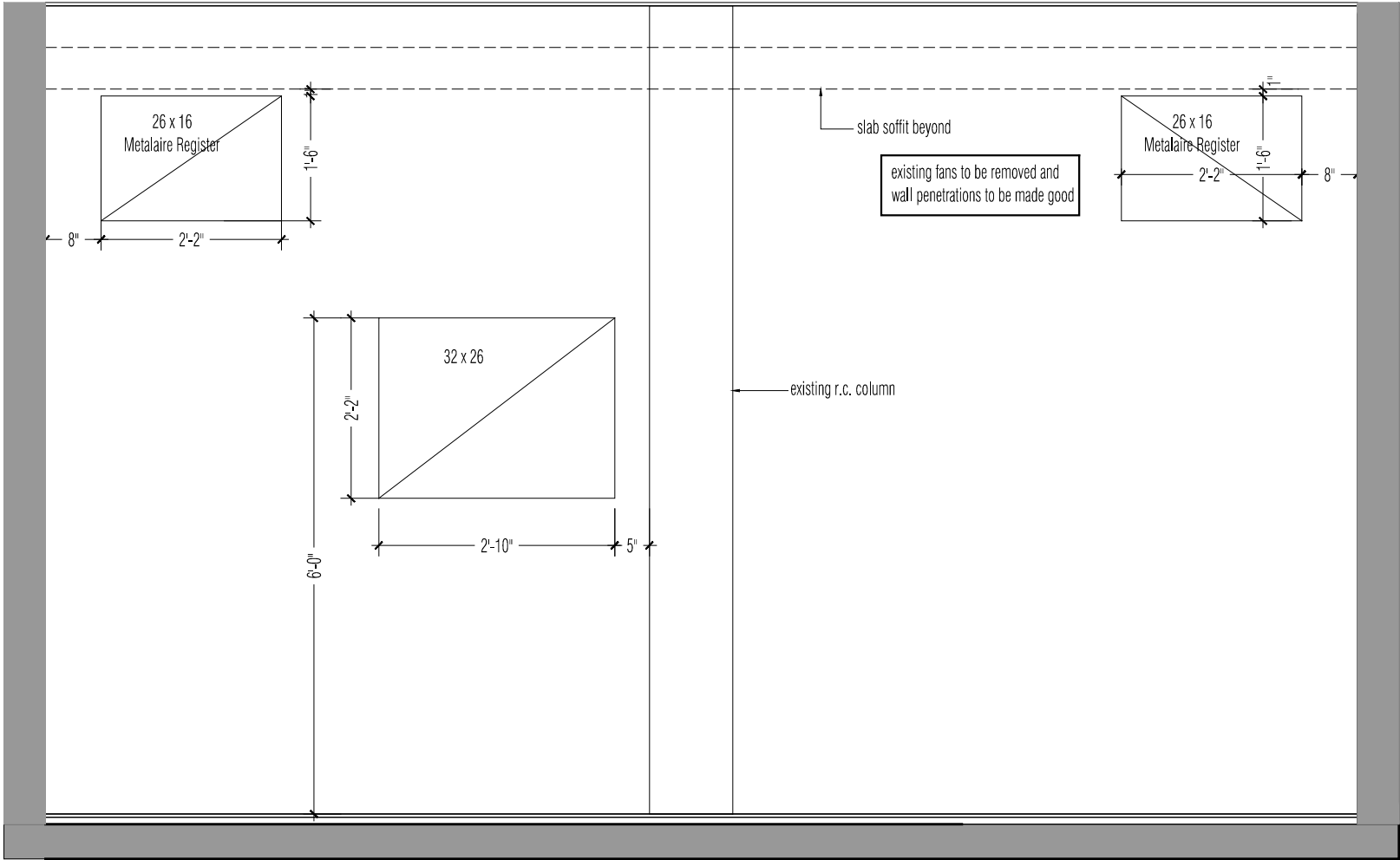
A	W/25/17	
Δ	Date	Description

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PROJECT
GLEDON HOSPITAL
XRAY PLANT ROOM

DRAWING
ELEVATION 03a
XRAY ROOM
INTERNAL
ELEVATION

PROJECT NO. CW-A-MP.0035	
DATE 25/04/2017	
SCALE 1/2"=1'-0"	DRAWING NO. A-07
DRAWN BY Eug	
CHECKED BY	REV:



NOTE: ALLOW FOR PENETRATION THRO' EXISTING LEAD LINING
ALLOW FOR REMOVAL & REINSTATEMENT OF DRYWALL FACING

3a WALL ELEVATION: PENETRATIONS
Scale: 1/2" = 1'-0"