

Clarification Questions and Responses

Project Title: New Glendon Hospital Preliminary Design and Specification Development

Date 02/10/2019

Clarification Question	Government of Montserrat Response
1. At page 9 – item 4.2a – reference is made to Annex B. We did not see this annex.	Reference Annex B is in error. The Functional Content referenced is in Annex A.
2. At page 9 – item 4.2d(i) – reference is made to Annex A. We did not see this annex.	Annex A is listed under the ITT New Glendon Hospital Preliminary Design and Specification Development. The Direct link to Annex A is: http://www.gov.ms/wp-content/uploads/2019/09/Annex-A-Functional-Content.pdf
3. Section 3.0 Terms of Reference – the paragraph numbers jump from 5.1 to 8.1. Are there any missing paragraphs?	There are no missing paragraphs in the Terms of Reference. We apologise for the jump from 5.1 to 8.1, which is due to formatting error. Please see amended ITT document published as Addendum on www.myTenders.co.uk and GoM tenders page: www.gov.ms/tenders
4. Is an Invitation to express Interest? This is because, the timeframe to design or review the existing design for alternation or adoption, may require more time than expressed in the Tender closing date. So, I just wanted to clarify if this is to express interest and show that we have the capacity to undertake such a project?	This is an Invitation to Tender for the Preliminary Design and Specification Development of the New Glendon hospital. The Terms of Reference within the Tender document outline the timeframes and scope of work in which to review designs and provide design options. The Closing date for the Tender has been extended to 23 rd October 2019.
5. Can you outline or illustrate the projects governance context, referenced in section 3.1?	The Hospital Project sits within the Capital Investment Programme for Resilient Economic Growth (CIPREG). The Government of Montserrat CIPREG Lead is the Financial Secretary.

	<p>The CIPREG Programme is ultimately governed by a Steering Committee, consisting of senior representatives from the Government of Montserrat (GoM), the UK's Department for International Development (DFID) and the Foreign and Commonwealth Office (FCO). This is a strategic level committee.</p> <p>Operational oversight of the Programme is governed through a Programme Board with representation from GoM, DFID and FCO. The Programme Board reports to the Steering Committee.</p> <p>The day-to-day technical level management and engagement is via the Health Project Committee, which leads on the hospital project element of the CIPREG programme. The Health Project Committee consists of local technical representatives from relevant GoM departments, and DFID's Health Advisor to Montserrat. It reports to the Programme Board. The Health Project Committee is Chaired by the Permanent Secretary of the Government of Montserrat's Ministry of Health and Social Services.</p>
<p>6. Who is the Point of Contact for the consulting team? Do they sit on the Health Project Committee?</p>	<p>The Point of Contact for the consulting team to report to will be the Permanent Secretary for the Ministry of Health and Social Services. The Permanent Secretary is supported by a local project manager for the project to provide day-to-day liaison and facilitation for the consulting team.</p>
<p>7. What is the scope of the Health Project Committee's authority? Does the Health Project Committee act on behalf of the GOM?</p>	<p>Health Project Committee is responsible for the day-to-day technical level management and delivery of the work as well as providing context, insight and advice during the project. Its authority to act is within routine decisions to ensure smooth delivery of the project. The Health Project Committee reports into the Programme Board, which is outlined in response to Clarification Question 5, above.</p>
<p>8. '2.0 Instructions to tenderers –7'. Could you please share the Standard Terms and Conditions for Service?</p>	<p>Please refer to The General Conditions as indicated in section 7. GENERAL CONDITION OF CONTRACT, Page 17 of the ITT document.</p>
<p>9. '3.0 Terms of Reference, '4.2.b' Has a topographic survey been carried out? If so, could you share this survey? If</p>	<p>Yes. Pertinent extracts from the 2014 previous design work are included which include topographic survey. Link here: http://www.gov.ms/wp-</p>

<p>not, is this expected to be included in the supplier's proposal?'</p>	<p>content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf</p>
<p>10. Could you please clarify if the current hospital in the former school and the Glendon Hospital site are two different sites?</p>	<p>They are indeed the same site. The current hospital is the Glendon Hospital, which is in the former school.</p>
<p>11. Is the site of the current hospital facility in the former school adjacent to the site of the Glendon Hospital? Could you provide a map/plan?</p>	<p>Map/Plan can be seen via extracts from the 2014 previous design work are included in link here: http://www.gov.ms/wp-content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf</p>
<p>12. '4.2.g'. Would it be possible to propose a follow up visit if desired?</p>	<p>Yes. Bidders are free to express their desired approach to the work within their proposals, which could include follow-up visit if desired or required during the course of the preliminary plans.</p>
<p>13. Should trip expenses be included in the proposed fee?</p>	<p>Yes. Please factor these expenses reasonably into proposal.</p>
<p>14. Will accommodation be provided by the client?</p>	<p>Yes. Please factor these expenses reasonably into proposal.</p>
<p>15. '4.0 Evaluation of Tender',4.1' Is the minimum score of 65% a sum of the technical score and the price score? Eg. A maximum price score resulting in 50% plus a technical score of 15% would result in a pass? Is there a minimum score for the technical questions?</p>	<p>Yes, the minimum 65% pass rate is calculated out of the 100% maximum that a bid might achieve. In this case, the price and technical scores are worth 50% each.</p>
<p>16. 10.0 Tender Checklist – 6 Project Proposal – please confirm the requirements for the project proposal. Please refer to the page where this is described.</p>	<p>It is for the consultant to submit what they propose is required for the satisfactory conclusion of this assignment, in ensuring that all scope and deliverables are achieved. Guidance can be found in sections: 2.0 INSTRUCTIONS TO TENDERERS; and Qualifications and Composition of Team, 8.1, 8.2, 8.3 and pages 30-31.</p>
<p>17. Can we get a copy of the following: General Conditions of Contract, Standard Terms & Condition for Services, Site Plan of Existing Hospital site, Copy of Montserrat Building Codes?</p>	<p>Please refer to The General Conditions as indicated in section 7. GENERAL CONDITIONS OF CONTRACT, Page 17 of the ITT document. Site Plan of Existing Hospital site can be viewed here: http://www.gov.ms/wp-content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf</p>

	<p>Please refer to section 4.2, pages 9-10 of the tender document for the requirements on building standards for the hospital project. Currently Government of Montserrat adheres to the OECS Building Code 2016 as a minimum requirement, which includes specific guidance related to building on Montserrat.</p>
<p>18. Are we to view the 2014 Design & Summary of the previous designed hospital? If so, please provide a copy.</p>	<p>Pertinent extracts from the 2014 previous design work are included in link here: http://www.gov.ms/wp-content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf</p>
<p>19. Are we required to register as an architectural firm with Montserrat?</p>	<p>Except in cases where there is an exemption from tax, of which proof must be provided; residents of Montserrat for tax purposes are subject to tax on the profits from this project while non-residents are liable to a 20% withholding Tax deduction from the gross amount. When bidding please take into consideration your tax obligations and liabilities to the Government of Montserrat. For further information please contact Montserrat Customs & Revenue Service (MCRS) for further information via email at irev@gov.ms.</p> <p>Further details are included within the tender document in section 2.0 INSTRUCTIONS TO TENDERERS.</p>
<p>20. Please clarify number of trips to be included to the site during this project. Is it only the one trip indicated within the first month, or is it also the regular consultations with GoM and DFID?</p>	<p>Bidders should propose what they feel is required for the satisfactory conclusion of this assignment. There will need to be local engagement on-island to carry out the consultation, however, remote consultations with the client and/or stakeholders subsequent to on-island visit(s) is also possible.</p>
<p>21. Is there a range of funding to be recognized from the UK Government 30 million pound budget for infrastructure?</p>	<p>The CIPREG Programme Steering Committee has not yet determined a specific budget for the hospital, but it acknowledges that this will be a significant proportion of the £30m budget of the capital programme. The GoM has requested development of at least 3 design options such that it has a range of design and cost proposals on which to base its ultimate investment decision.</p>
<p>22. Provide list of tasks to be provided as part of Business Consulting service. (Strategy Development and Hospital Management Consulting)</p>	<p>This is a suggested area for the tenderers to consider when formulating their proposed team. For example, tenderers may wish to propose potentially novel approaches to hospital</p>

	operations through design or suggest beneficial funding models that support maximising the return on investment presented by the designs.
23. Clarify PPP – Public Private Partnership or other reference?	Yes, PPP refers here to Public Private Partnership. In light of the limited funding available to GoM, tenderers are invited to suggest potential PPP opportunities relative to their designs. There may be opportunities within the design that enable GoM to attract other forms of private investment, revenue streams and return on investment. Depending on the resulting proposed cost to deliver the designs and functional requirements, tenderers may wish to propose PPP mechanisms or opportunities that augment or ensure that proposed designs could be delivered to maximise the limited budget envelope of the CIPREG.
24. Provide any detail of the site constraints regarding existing hospital and utilities available on site.	There is an existing hospital site with limited surrounding access. It currently has all main utilities, however, the awarded consultants will be invited to assess the current site and articulate the best possible use of the site using smart designs and construction approaches. Please see the link here which provides some illustration of the existing site: http://www.gov.ms/wp-content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf
25. Please confirm that no designs/drawings are required to be submitted in response to this tender	No designs are required. This is about tenderers proposing for the design work. However, tenders are invited to provide examples of their design portfolio as part of their submission.
26. Has a budget been identified for this project and if yes what is the value?	Please see our response to Question 21.
27. Section 3.0 Terms of Reference, The Objectives, there is reference to a section 5.2 that is not found in the document, “Detailed outputs are listed at 5.2 of this document.”	Reference to section 5.2 is made in error. It should mean reference to section 5.1, Deliverables.
28. Please confirm whether or not topographical surveys/geotechnical surveys were carried out in conjunction with the development of the preliminary designs to be reviewed.	Yes. Pertinent extracts from the 2014 previous design work are included which include topographic survey. Link here: http://www.gov.ms/wp-content/uploads/2019/10/Pertinant-Extracts-of-2014-Hospital-Designs.pdf

<p>29. We seek clarification on whether curriculum vitae have to be submitted for the Consultant’s team members.</p>	<p>The tenderer is responsible for demonstrating that the required qualifications are met. Submitting detailed Curriculum Vitae of the Consultant’s project leads is sufficient rather than for the Consultant’s whole team.</p>
<p>30. Questions 3 and 5 speak to possible financial feasibility studies for the funding and execution of the project. However, the deliverables identified on page 10 of the ITT documents does not request a report on the Financial Feasibility of the project. Do you require a report on Financial Feasibility and possible options for the funding of the project as an additional deliverable for this assignment?</p>	<p>We would anticipate that “Financial Feasibility”, given the context of the CIPREG budget envelope, would fall within these deliverables on page 10 of the ITT document:</p> <p>vi. Provide a summary of considerations, assumptions, conclusions and recommendations. These should include – but are not restricted to – a summary of the acceptability of previous preliminary designs completed by the previous consultancy (2014) as well as main points of departure from those preliminary designs; an appraisal of alternative options based on deliverability of project minimizing disruption to clinical operations, access considerations (including use whole life costs and value for money, and sustainability; summary of key unknowns and/or aspects to be considered in depth in Social, Environmental and Health Impact Assessment in the detailed design phase; identification of key project risks and an appropriate risk mitigation strategy.</p> <p>vii. Make recommendations about the most feasible procurement route for the construction of the new hospital for all options.</p>
<p>31. In the Form of Tender the first statement refers to “...product model numbers as provided in the tender documents...” and in the second statement “...delivery of the goods within...”. Can the statements be modified [delete: <i>product model numbers as provided in the tender documents;</i> replace: <i>delivery of the goods within to ‘delivery of the services within’.</i></p>	<p>Yes. This is an error. Please feel free to amend as indicated. We will also issue an addendum to indicate this change.</p>