



DIVISION OF SPORT AND YOUTH AFFAIRS

DSYA 2020 – 0001 (Part B) INVITATION TO TENDER FOR

INSTALLATION OF TIMERS AND VOLTAGE MONITORS TO VARIOUS SPORTING FACILITIES IN TOBAGO

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1. BACKGROUND INFORMATION

It is the desire of the Tobago House of Assembly, The Division of Sport and Youth Affairs to conduct business in an environment, which is conducive to meeting the needs of the people of Tobago, employees of THA, stakeholders, customers and visitors alike. The Administrator of the Division of Sport and Youth Affairs, Tobago House of Assembly is desirous of hiring contractors to install Timers and Voltage Monitors at various sports facilities/playgrounds in Tobago.

The Division shall conduct its procurement process in accordance with procurement best practice to ensure integrity, accountability, good governance, transparency and value for money. In this tender reference to the words “WP” means **Work Package**.

2. SCOPE OF WORKS

The scope of works for the various Work Packages for this tender is annexed as **Schedule I (a). Schedule II** contains the detailed bill of quantities for each work package.

The contractor scope for this tender shall also include –

- (a) The contractor shall supply all required expertise, labour, tools, equipment, material and services required to provide and complete this scope of work according to specification and standard set by the authorized agent of the Division.
- (b) Liaise with relevant agencies to obtain all relevant approvals from statutory agencies including the Electrical inspectorate where necessary and ensure all works are done in accordance with any national electrical codes, law and or regulations.
- (c) All unwanted apparatus should be discarded from project site.

3. SCHEDULE

The Firm must be able to commit to undertake the works within a **two (2) month period**.
Contractors are allowed to bid for all three work Packages (3) packages.

4. FORMAT OF TENDERS

- (a) Tenders shall comprise a **Single-Envelope System**, this means a single envelope containing both the financial and technical/quality information for evaluation.
- (b) Alterations or erasures on any tender shall be initialled by the Tenderer or, in the case of a company, partnership or firm, by a duly authorized officer or employee of such company, partnership or firm.

5. ELIGIBILITY

This tender is geared to engage contractors that are pre-qualified in the category to perform Electrical works.

- (a) No joint venture arrangements are applicable to this tender.
- (b) Where there are any firms with inter- locking Directors only one of the firms with such Directors shall be permitted to tender.

6. INSTRUCTIONS TO TENDERERS

Tenderers are advised to read these instruction very carefully, since failure to abide by same may result in automatic rejection.

- (a) Tenders, are allowed to bid for **all Three** Work Packages if they desire and will not be disqualified if they only bid for one.
- (b) Tenderers are advised that if they cannot meet the experience requirement in demonstrating works of a similar nature they shall **not** be considered.
- (c) Tenderers are advised to bid for packages in which their price submission is commensurate with the experience requirements.

- (d) Tenderers are to extract the corresponding Bill of Quantities in Schedule II, for the Work Package and submit them in **ONE (1)** tender package.

7. SUBMISSION INSTRUCTIONS

Tenderers are to only submit documents requested in a neat format with each section properly separated and tabbed together with a table of contents for ease of access **in the order stated hereunder**. **All submissions must be binded.** The Division reserves the right to reject any tender that has not been properly binded, tabbed, in an order different from that stated below or submission of any loose pages etc.

- (a) **A cover page** outlining the name of the Tenderer, the WPs bidded for, the sum proposed in words as reflected on the Bill of Quantities (VAT to be written separately) for each WP, date and signature of person making submission on behalf of the Tenderer.
- (b) **Certificate of Incorporation, Notice of Directors, Notice of Registered office of entity and a recent Utility bill (6 months)** demonstrating evidence of Tenderers location. Where any utility bill is not in the name of the tenderer, such as where the tenderer is a tenant or licensee, a letter from the person whose name appears on the utility bill certifying that the Tenderer is a lessee or licensee.

TWO (2) previous and or current letter(s) of award/**signed** contracts/purchase orders demonstrating that the Tenderer has undertaken works of a similar nature.

Where any past experience contract is submitted from a private company or a private individual it **MUST** be proved, by being accompanied with a Statutory declaration from the client on whose behalf the work was undertaken. The declaration must come from the client and **not the Tenderer** and be notarized by a Commissioner of Affidavits.

The statutory declaration shall be in a format as prescribed by **Schedule III (a) – company** or **Schedule III (b) – private individual**.

The Division shall make enquiries and or visits to ensure the validity of the works represented in the contract and any Tenderer found to be misrepresenting any facts shall be summarily rejected, without notice.

Similar experience shall be construed restrictively and be similar or closely aligned to the works require in this tender.

- (c) **List of Key technical personnel** proposed including roles and responsibilities, relevant skills, qualifications. Attach CVs and academic certificates or any special licenses (wireman's license) of key personnel required to undertake the works. *These persons are to be made available for the duration of the project and only substituted with the consent of the THA.*

Valid VAT, NIS and BIR clearance certificates is also required

- (d) Tenderer must provide a signed statement committing to performing the work(s) on or before the expiration of a two (2) month period from the date of commencement of works.
- (e) **Priced Bill of Quantities** for Work Packages (WPs) selected - Bill of Quantities **MUST** be signed dated and stamped. Bill of Quantities figures must be written clearly and legibly.

Tenders must be submitted in sealed envelopes, labelled in **BOLD** letter and addressed as follows.

*Installation of Timers and Voltage Monitors
To Various Sporting Facilities throughout Tobago*
**Division of Sport and Youth Affairs
Janis Solomon Building
Scarborough
Tobago**

**DSYA 2020– 0001 (Part B) – Installation of Timers and Voltage Monitors to
Various Sporting Facilities throughout Tobago**

and deposited in the tender box (Box Opening dimensions are approx. 14" long x ¾" wide) located on the Ground Floor of the Division's Main Office Building at aforementioned address on or before 22nd June, 2020

Tender Box closes at 1:30p.m.

Tenders shall be opened shortly thereafter. All tenderers or their authorized representative are invited to be present for the opening.

- (a) **ONE (1)** tender package which shall contain the bids for all three **(3) WPs** in the form of the relevant bill of Quantities.
- (b) Tenderers **MUST** make four (4) copies of the one tender package above, for a total of five (5) packages. Where the five (5) packages can fit in one (1) envelope this is preferred. If the five (5) packages cannot fit in one (1) envelope, Tenderers can place them in two (2) envelopes. The aim is to use the minimum number of envelopes possible, but ensuring the Division obtains five (5) copies.
- (c) The original package must be stamped **ORIGINAL**.
- (d) Envelopes must be properly sealed with the Tenderer's returning address and contact number at the back of the envelope.

Tenderers **MUST** also affix their company's seal at the front of the Envelope, the Cover Letter and the Bill of Quantities (Schedule II), and duly signed by the Tenderer.

8. EVALUATION CRITERIA

Selection criteria

	Criteria	Score	Evidence
1	Cover Page outlining WPs bidded for	Pass/Fail	
2	OSHA Compliant (Contractor must show evidence that they comply with standards, rules and	Pass/ Fail	

	regulations that the OSHA Act has issued)		
2	Submission of – (a) Certificate of Incorporation/registration, (b) Notice of Directors, (c) Notice of registered address and (d) Utility bill	Pass/Fail	<u>Certificates/Notices</u>
3	Experience	Pass/Fail	<u>Two (2) previous contracts/letters or award/purchase order</u> of works of a similar nature – Past works undertaken for any private company or private person <u>must</u> be accompanied by a statutory declaration in a format prescribed by Schedule III (a) or III (b). The statutory declaration must come from the client on behalf of whom the works were undertaken.
4	Adequacy of key personnel and work schedule	Pass/Fail	List of key personnel, roles and responsibilities, CVs, Academic certificates and wireman licenses
5	VAT, NIS, BIR compliance	Pass/Fail	Certificates
6	Methodology & Signed Statement	Pass/Fail	Statement committing to undertake works within a two (2) month period

Tenderers that have not passed the above requirements, shall **not** be considered.

Award criteria

Decisions to award shall be made on price submissions. Where in the opinion of the evaluation committee, the price quoted by the successful tender is abnormally low, the Division shall request in writing details of the submission that gives rise to concerns as to the ability of the Tenderer to perform the procurement contract. Where the Division having taken into account the information provided by the Tenderer pursuant to its request and is still of the opinion that the price quoted is abnormally low, the Division may reject the submission as abnormally low.

This tender provides for multi – contract tendering and therefore different or the same tenderer can be awarded contracts for all three Work Packages (WPs). Tenderers may be restricted on awards based on past experience capability. The Division reserves the right to cancel the tender for any individual WP independently of the other work packages, where it does not have the authority, legal or otherwise to enter into a procurement contract, or where there is any evidence of collusion, bid rigging or lack of competition.

9. SITE VISITS

Site visits shall take place on the **8th June, 2020** where all interested Tenderers shall gather at the Roxborough Hard Court at 10:00 a.m.in accordance with **Schedule I**.

Site visits are mandatory for first time Bidders for this particular Tender. However, Contractors who bidded for the previous Tender (DSYA 2020-0001) Invitation to Tender for Installation of Timers and Voltage Monitors to Various Sporting Facilities in Tobago. Site Visit is not mandatory because those Contractors would have met that criteria from previous site visits to the aforementioned locations.

10. WAIVER

The Division retains a separate right to waive irregularities in the tender submission if in the Division's discretion such irregularities are of a minor technical nature or relate to defects or of it is in the best interest of the THA to do so.

Where documents submitted by the tenderer are materially and patently incomplete or inaccurate, the Division is not obligated to but has the discretion to enter into an award with the successful tenderer, subject to the incomplete or inaccurate document being remedied by the tenderer within three (3) days of a request being made by the Division. Where any statutory document and or insurance certificates are not up to date or absent, the Division **may** exercise a discretion to permit the tenderer to provide same within a reasonable time period of being requested to do so by the Division.

11. REQUESTS FOR ADDITIONAL INFORMATION

Tenderers requiring a clarification of the bid documents **MUST** do so by contacting the Procurement Unit **ONLY** by sending email to the following email address: candy.parks@tha.gov.tt. Tel# 312-3792 ext. 1012.

Replies to any request for clarification or additional information (including all previous requests) shall be circulated to all parties participating in this tender process, by publication On the PCO's website (pco.tha.gov.tt) Tenderers are therefore advised to constantly monitor the websites for any notices, amendments, clarifications etc.

12. TERMS OF PAYMENT

Upon the successful completion of works and the subsequent issuance of the completion certificate by the Division's project manager, all other monies shall be paid to Tenderer within thirty (30) days, but no later than sixty (60) days after the submission of the invoice to the Accounting Department. The Division shall retain ten (10%) on each payment made to the Tenderer, with the retention being paid upon the expiration of a three (3) month period, or the period during which any defects are remedied, whichever one is longer. Tenderers are advised that there is the possibility that no mobilization payments shall be made.

13. BID VALIDITY PERIOD

Bids shall be valid for a period of at least ninety (90) days as per the tender submission.

14. NO CONTRACTUAL OBLIGATIONS

This is an Invitation to Tender. No contractual obligations will arise between the Division and any Tenderer until and unless the Division and a Tenderer enters into a formal, written

contract for the Tenderer to provide the services contemplated in this Tender Document. The Tenderer agrees that while the offer is made in accordance with the provisions of this invitation to treat, the Division reserves the right to vary, negotiate and or amend contractual terms, with mutual consent of the Division and the successful tenderer.

15. CONTRACT

Any contract entered into between the Division and the successful tenderer shall incorporate the material contract terms with respect to price, duration, scope, specifications and quality of work. All other contract terms shall be mutually agreed by the parties to the contract. Contracts shall be entered into with successful tenderers by individual Work Packages.

16. PERFORMANCE BOND

Successful tenderers may be required to execute a performance bond to the value of 10% of the contract sum, from a reputable financial institution in favor of the Division, as a condition precedent to the execution of the contract. The form and manner of the format of the performance bond shall be issued to the successful tenderer by the Division.

17. LATE TENDERS

Late tenders will not be accepted under any circumstances. The Division reserves the right to reject any or all tenders, in whole or in part, to negotiate changes in the scope of services and waive any technicalities as deemed in its best interest. Further no applications for extensions of time shall be granted under any circumstances and Tenderers are advised not to make any such applications.

18. NO CLAIM FOR COMPENSATION

Except as expressly and specifically permitted in this Tender document, no Tenderer shall have any claim for any compensation of any kind whatsoever, as a result of participation in the ITT, and by submitting a tender each Tenderer shall be deemed to have agreed that it has no claim.

19. INDEMNITY

Tenderers in submitting a tender commits to indemnify the THA, its employees, agents and or servants, or other lawful invitees on the THA premises of any loss, bodily injury and damage to property due to any act of neglect or default of the successful bidder, its agents, employees and or servants.

20. CONFLICT OF INTEREST

The Division will ensure there is no Conflict of Interest in this tender. As such, any direct family relationship involving Tenderers and Members of Division's Management and Staff must be fully disclosed. A member and/or officer of the Division or the relative of any such person shall not tender for the supply of items and or services stated herein. For the purposes of this tender the term "*relative*" means the father, mother, brother, sister, son or daughter of a person and includes the spouse of a son or a daughter of such person.

21. RIGHTS OF THE DIVISION

In addition to the rights expressly hereinbefore referred to, the following additional rights accrue -

- (a) The Division reserves the right to reject any or all bids without limiting the generality of the foregoing, a Bid will be summarily rejected if it is conditional, if it is incomplete, obscure, or irregular, if it has erasures or corrections in the Cost Schedule, or if it has unit rates that are obviously unbalanced.
- (b) The Division reserves the right to reject a Bid, which does not provide satisfactory evidence that the proponent has the technical, physical and financial resources to complete the work within a specified contract period. Further, the Division does not have any obligation to inform the affected proponent or proponents of the grounds for the action or reject any bid and to annul the bidding process and reject all bids, at any time prior to Award of Contract, without thereby incurring any liability to the Division.
- (c) The Division may declare the bidding void when none of the bids meet the intent of the specifications or when it is evident that there has been a lack of competition and or that there has been collusion. In addition, all bids may be rejected if they are substantially higher than the official budget approved by the Division.

- (d) The Division does not bind itself to accept the lowest or any offer or to reimburse proponents for any expenses incurred in bidding.
- (e) The Division reserves the right to cancel this tender at any time and has no obligation to provide any reasons for such cancellation.

22. GOVERNING LAW

All applicable laws in the Republic of Trinidad and Tobago will apply to any resulting agreement.

End

SCHEDULE I

Work Packages and Scope

Work Package 2			
4	Roxborough Hard Court	Timer and Switches Installation	
5	Roxborough Field Light	Timer and Switches Installation	
7	Belle Garden Hard Court	Timer, Voltage Monitors and Switches Installation	
8	Bloody Bay Field Lights	Timer and Switches Installation	
Work Package 4			
13	Moriah Field Lights	Timer and Switches Installation	
14	Mason Hall Hard Court	Timer and Switches Installation	
15	Mason Hall Field Lights	Timer and Switches Installation	
16	Moriah Hard Court	Voltage Monitor and Switches Installation	
Work Package 5			
17	Castara Field Lights	Voltage Monitor and Switches Installation	
18	Parlatuvier Hard Court Lights	Timer and Switches Installation	
19	Bon Accord Field Lights	Timer and Switches Installation	
20	Buccoo Hard Court	Voltage Monitor and Switches Installation	
21	Black Rock Hard Court	Timer, Voltage Monitor and Switches Installation	
22	Patience Hill Hard Court	Timer and Switches Installation	

SCHEDULE II - Bill of Quantities

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Roxborough Hard Court timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&TEC Upgrades as required	1	Ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	Ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from page 1			\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red) Supply and install Intermatic timer. (FM1D14 Series) as per specification				
a		1	nr		
b		2	nr		
c		1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS				
Collection	Qty	Unit	Rate	\$ c
Total from Page 3			\$	
To Summary \$				

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS;				
	TITLE OF PROJECT AND POSTAL ADDRESS Roxborough Field Lights timer and switch installation				
	NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS				
	INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&TEC Upgrades as required	1	Ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	Ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
Collection					
Total from page 1				\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red) Supply and install Intermatic timer. (FM1D14 Series) as per specification				
a		1	nr		
b		2	nr		
c		1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS				
Collection	Qty	Unit	Rate	\$ c
Total from Page 3			\$	
To Summary \$				

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Patience Hill Hard Court timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough		item		
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&TEC Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY				
	Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS PARLATUVIER HARD COURT LIGHTS TIMER AND SWITCHES INSTALLATION NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
a	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&TEC Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red) Supply and install Intermatic timer. (FM1D14 Series) as per specification				
a		1	nr		
b		2	nr		
c		1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS

		Qty	Unit	Rate	\$ c
	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Moriah Hard Court timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
a	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&Tec Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
				To Summary \$	12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Moriah Field Lights timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&Tec Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
				To Summary \$	12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS

		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Mason Hall Hard Court timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&Tec Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
				To Summary \$	12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS

		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Mason Hall Field lights timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&Tec Upgrades as required	1	ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
				To Summary \$	12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS;				
	TITLE OF PROJECT AND POSTAL ADDRESS				
	Castara Field Lights and Voltage monitor installation and switches installation				
	NAMES AND ADDRESSES OF:				
	Employer : Division of Sport and Youth Affairs				
	Janis Solomon Building, #28 Orange Hill Road, Scarborough		item	0.00	0.00
b	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS				
	INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	Allow sum for T&Tec Upgrades as required	1	Ps	15000.00	15,000.00
	Allow sum to clean and cart away all debris material to an approved dumping site.	1	Ps	4000.00	4,000.00
To Collection \$					19,000.00

PRELIMINARIES / GENERAL CONDITIONS					
	Collection	Qty	Unit	Rate	\$ c
	Total from page 1			\$	19,000.00
To Summary \$					19,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 programmable Three phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather Proof Push type switches. (One ON- Green and One OFF-Red)				
a		1	nr		
b		4	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS				
Collection	Qty	Unit	Rate	\$ c
Total from Page 3			\$	
To Summary \$				

Collection

Unit

Rate

\$ c

Total from Page 3

\$

To Summary \$

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	19,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					19,000.00
PRELIMINARIES / GENERAL CONDITIONS					

		Qty	Unit	Rate	\$ c
	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Buccoo Hard Court Voltage Monitor and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
a	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
b	Allow sum for T&TEC Upgrades as required	1	Ps	10000.00	10,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	Ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from page 1			\$	12,000.00
				To Summary \$	12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Bon Accord Field lights/ Hard court timer and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&TEC Upgrades as required c Allow sum to clean and cart away all debris material to an approved dumping site.	1 1	Ps Ps	15000.00 2500.00	15,000.00 2,500.00
To Collection \$					17,500.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from page 1			\$	17,500.00
To Summary \$					17,500.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 programmable Three phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather Proof Push type switches (One ON- Green and One OFF-Red) for each facility				
a		2	nr		
b		4	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	17,500.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Bloody Bay Field Lights timer, voltage monitor and switches installation NAMES AND ADDRESSES OF: Employer : Division of Sport and Youth Affairs a Janis Solomon Building, #28 Orange Hill Road, Scarborough A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&TEC Upgrades as required	1	ps	10000.00	10,000.00
	c Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
	Collection				
	Total from Page 1			\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY				
	Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional				
a	Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring.	1	nr		
b	Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red)	2	nr		
c	Supply and install Intermatic timer. (FM1D14 Series) as per specification	1	nr		
				To Collection \$	

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS

	Qty	Unit	Rate	\$ c
Collection				
Total from Page 3			\$	
To Summary \$				

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Black Rock Hard court timer, voltage monitor and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b Allow sum for T&Tec Upgrades as required	1	ps	12000.00	12,000.00
c	Allow sum to clean and cart away all debris material to an approved dumping site.	1	ps	3500.00	3,500.00
To Collection \$					15,500.00

PRELIMINARIES / GENERAL CONDITIONS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 1			\$	15,500.00
To Summary \$					15,500.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red) Supply and install Intermatic timer. (FM1D14 Series) as per specification				
a		1	nr		
b		2	nr		
c		1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	15,500.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

PRELIMINARIES / GENERAL CONDITIONS					
		Qty	Unit	Rate	\$ c
a	A10 PROJECT PARTICULARS; TITLE OF PROJECT AND POSTAL ADDRESS Belle Garden Hard Court Timer, Voltage Monitors and switches installation NAMES AND ADDRESSES OF: Employer: Division of Sport and Youth Affairs Janis Solomon Building, #28 Orange Hill Road, Scarborough				
	A53 WORK BY STATUTORY AUTHORITIES / UNDERTAKERS INCLUDE THE FOLLOWING PROVISIONAL SUMS FOR WORK BY STATUTORY UNDERTAKINGS				
	b	1	ps	10000.00	10,000.00
	c	1	ps	2000.00	2,000.00
To Collection \$					12,000.00

PRELIMINARIES / GENERAL CONDITIONS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 1			\$	12,000.00
To Summary \$					12,000.00

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
		Qty	Unit	Rate	\$ c
	V11 HV SUPPLY/DISTRIBUTION/PUBLIC UTILITY SUPPLY Electrical Fittings: The price shall include for all circuit wiring and conduits to make installed equipment functional Supply and install ICM 450 Programmable Three Phase Voltage Monitor with 25-Fault Memory using all the necessary wiring. Supply and install new external switches with new weather proof push type switches. (One ON- Green and One OFF-Red) Supply and install Intermatic timer. (FM1D14 Series) as per specification				
a		1	nr		
b		2	nr		
c		1	nr		
To Collection \$					

ELECTRICAL SUPPLY / POWER / LIGHTING SYSTEMS					
	Collection	Qty	Unit	Rate	\$ c
	Total from Page 3			\$	
To Summary \$					

		Qty	Unit	Rate	\$ c
Summary					
PRELIMINARIES / GENERAL CONDITIONS Page 2				\$	12,000.00
ELECTRICAL SUPPLY / POWER / ... Page 4				\$	
Total for Bill \$					

SCHEDULE III (a)

Statutory Declaration (Private Company)

REPUBLIC OF TRINIDAD AND TOBAGO

IN THE MATTER OF THE STATUTORY DECLARATIONS ACT CHAPTER 7:04

I, _____, Director and
(Name of director)
authorized representative of _____
(Name of company)

_____ a company duly incorporated and continued under the Companies Act 1995, with its registered
office situate at _____
(Address of company)

the Island of Tobago/Trinidad in the Republic of Trinidad and Tobago, make oath and say as follows:-

1. I am the authorized representative of _____
(Name of Company)
_____ and duly authorized to give this declaration on its behalf.
2. The facts hereto deposed are true and correct and within my personal knowledge and belief save where otherwise stated to be based on information, in which case I verily believe same to be true and the source reliable.
3. I hereby certify that any signed contracts/letters of award of purchase orders that has been submitted by the Bidder in response to the Division's Lighting Programme

2020 is a true representation of works the Bidder has undertaken for this company and that the Bidder was not terminated for any reason related to and or ancillary to material non – performance.

4. I have had my Attorney-at-Law explained to me and I fully understand the consequences, ramifications and implications of the aforesaid declaration.
5. I have deposed this declaration of my own free will, voluntarily and as a free and independent person without any threats, intimidation, promises and or inducement from anyone and after receiving legal advice and I hereby declare that I am mentally sound and in full control of my mental capacity, mind and body.
6. I, make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act, and I am aware that if there is any statement in this declaration which is false in fact, which I know or believe to be false or do not believe to be true, I am liable to fine and imprisonment

Declared at)
this day)
of 2020)

Before me,

COMMISSIONER OF AFFIDAVITS

4. I have deposed this declaration of my own free will, voluntarily and as a free and independent person without any threats, intimidation, promises and or inducement from anyone and after receiving legal advice and I hereby declare that I am mentally sound and in full control of my mental capacity, mind and body.
5. I, make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act, and I am aware that if there is any statement in this declaration which is false in fact, which I know or believe to be false or do not believe to be true, I am liable to fine and imprisonment

Declared at)
this day)
of 2020)

Before me,

COMMISSIONER OF AFFIDAVITS

Schedule IV
Reference Report

Name of Entity:		Contact Person:	
Address:		Email:	
		Phone:	
Scope of Works:			
Name of Vendor:			
Address:			
Estimated Start date:	Actual Start date:	Est contract sum:	
Estimated End date:	Actual End date:	Act contract Sum:	

KEY – E: *Excellent* **S:** *Satisfactory* **U:** *Unsatisfactory* **N:** *N/A* **I:** *Insufficient info to rate*

Description	Performance Rating					Comments (attach as necessary)
	E	S	U	N	I	
Work performed in compliance with contract terms and specs						
Materials, supplies and equipment provided as required						
Staff availability						
Timeliness of work						
Staff professionalism						
Customer Service						
Quality of Work						
Communication and Accessibility						
Prompt and effective correction of situations						
Proper documentation and records						
Would you recommend using this Firm again	Yes		No		[Explain]	

OVERALL PERFORMANCE ☐ **Excellent** ☐ **Satisfactory** ☐ **Unsatisfactory**

Dated this day of 2020

.....
.....
NAME (PRINT) NAME (Signature)
Authorized representative of Client Seal Authorized representative of Client

VENDOR REPLY – Vendors are provided with the opportunity to reply to this performance appraisal undertaken. Please attach reply if any.
