

<b>Country:</b>	<b>Belize</b>
<b>Donor:</b>	<b>USAID</b>
<b>Project Name:</b>	<b>Climate Change Adaptation Programme</b>
<b>Contract Title:</b>	<b>Refurbishment of Top Well and Bottom Well – Union Island, SVG</b>
<b>Contract #:</b>	<b>Contract#66/2020/USAID-CCAP/SVG/CCCCC</b>
<b>Estimated Start Date:</b>	<b>August 1, 2020</b>
<b>Contract Duration:</b>	<b>30 days</b>
<b>Main Duty Station:</b>	<b>Union Island, St. Vincent &amp; The Grenadines</b>
<b>Deadline for Submission</b>	<b><u>on or before 2:00pm (GMT-6), Friday 17<sup>th</sup> July, 2020</u></b>

## **BIDDING DOCUMENTS**

1. The *Caribbean Community Climate Change Centre* has received financing from the *USAID*, toward the cost of *USAID Climate Change Adaptation Program* and intends to apply part of the proceeds for the “**Refurbishment of Top Well and Bottom Well – Union Island, SVG**.”
2. The *Caribbean Community Climate Change Centre* now invites bids for the **Refurbishment of Top Well and Bottom Well – Union Island, SVG**. Because of the demand for water for all its wide range of purposes, these two wells have been in constant use and have suffered deterioration. This assignment involves the refurbishment of the wells including the purchasing of materials, concrete works on the walls and security walls, installation of gates and purchase and installation of a solar submersible pump system.
3. The following information/forms are provided:
  - (1) Bid Submission Form
  - (2) Bill of Quantities
  - (3) Bidder Information Form
  - (4) Technical specifications for the required works
  - (5) Draft Contract
4. The bidder complying with the administrative and technical requirements stated in the Specifications and with the Lowest Bid Price will be awarded the contract.
5. The period of implementation of tasks is estimated at 30 working days.
6. Proposals with all required documentation must be submitted electronically, addressed to the Executive Director, *Caribbean Community Climate Change Centre*, and emailed to

[procurement@caribbeanclimate.bz](mailto:procurement@caribbeanclimate.bz) on/or before **Friday July 17<sup>th</sup> 2020 by 2 PM Belize Time (GMT-6)**.

7. Other Conditions of the Submission are as follows:

- (i) **BID SUBMISSION FORM:** Template provided must be completed and submitted along with your bid.
- (ii) **BILL OF QUANTITIES:** Template provided must be fully completed and prices quoted in **United States Dollars**. *The rate of conversion from Eastern Caribbean Dollars to United States dollars shall be \$2.70.*
- (iii) **WORK SCHEDULE/PLAN:** *Give a brief outline of your programme for completing the works in accordance with the required method of construction and stated time of completion.*
- (iv) **BIDDER INFORMATION FORM:** Template provided must be completed and submitted along with your bid. Full details of relevant works, including contact values, dates implemented and client names must be provided.
- (v) **VALIDITY:** Your quotation should be valid for **60 days** from the date of your quotation.

Further information can be obtained from Theresa Sanderson by emailing to [tsanderson@caribbeanclimate.bz](mailto:tsanderson@caribbeanclimate.bz) at the address above. All request for clarification must be submitted 5 days before the deadline for submission that is by Monday July 13<sup>th</sup> 2020.

## 1. Bid Submission Form

### Bid Submission Form

*[The Bidder shall fill in this Form in accordance with the instructions indicated No alterations to its format shall be permitted and no substitutions shall be accepted.]*

Date:

Assignment        **Refurbishment of Top Well and Bottom Well – Union Island, SVG**

Title:

Contract No.:    **Contract#66/2020/USAID-CCAP/SVG/CCCCC**

To: **Caribbean Community Climate Change Centre, Belmopan, Belize**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents.
- (b) We offer, in conformity with the Bidding Documents and in accordance with the Work Schedule specified in the Letter of Invitation, to complete the works:  
*[Assignment title]*.
- (c) The total price of our Bid, excluding any discounts offered in item (d) below, is:  
\_\_\_\_\_  
\_\_\_\_\_  
*\_\_\_\_\_ [insert the total bid price in words and figures, indicating the various amounts and the respective currencies];*
- (d) The discounts offered and the methodology for their application are:
- (e) Our bid shall be valid for the period of *60 days* from the date fixed for the bid submission deadline and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed.
- (g) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive.

Signed: \_\_\_\_\_  
\_ *[insert signature of person whose name and capacity are shown]*

In the capacity of

\_\_\_\_\_ *[insert legal capacity of person signing the Bid Submission Form]*

Name: \_\_\_\_\_ *[insert complete name of person signing the Bid Submission Form]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, 2020 *[insert date of signing]*

**2. Bill of Quantities**

(attached as separate file)

**3. Bidder Information Form**

**Bidder Information Sheet**

Date:	
Contract Number:	Contract#66/2020/USAID-CCAP/SVG/CCCCC
Contract Name:	Refurbishment of Top Well and Bottom Well – Union Island, SVG

<b>1. Bidder's Legal Name:</b>
<b>2. Bidder's Company name:</b>
<b>3. Bidder's Company Registration certificate: (Articles of Incorporation or Registration of Company) Please attach a copy</b>
<b>4. Bidder's Authorized Representative Information</b> Name: Address: Telephone # Mobile # Fax #: Email Address:
<b>5. Bidder nationality:</b>
6. List of suitable equipment owned/leased or rented to carry out the works; (eg. loader backhoe, backhoe loader, or tractor backhoe or trencher)
7. Historic information for the last two (2) years on contracts of a similar nature or contracts of a similar nature.  Details required of type of work, date undertaken, cost, location, client and references
8. List of personal and expertise for the implementation of this contract.

4. Technical specifications for the required works

**Refurbishment of Donaldson Reservoir Pipeline**

## 4. Technical Specification

### Contents

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## 1. General Data

The Ashton Community has three community wells which appear to be centuries old, but which have gone through several stages of restoration. Because of the demand for water for all its wide range of purposes, these three wells have been in constant use but have suffered deterioration and abuse as they are utilized for laundry, showers, and other household functions. There is however high competition between truckers and construction workers as they vie for water from those wells, since they deliver water at a cost of XCD\$ 200.00 for 800 gallons.

Clearly, the difficulty that the people of the Grenadines face with regards access to water has been noted and same for Union Island as well. In Union Island there is no public water system, residents rely on rainwater harvesting for their entire water supply. Most residences are in need of greater volumes of water to improve health standards and lifestyle changes. There is an urgent need to ensure that the population has a safe and adequate supply of water. Residents on Union Island pay up to \$100 EC for a water truck to provide them with potable water during the dry season. The provision of one, thousand-gallon tank of water may last up to two to three months which will allow each to save \$250 EC.

All these wells have raised hatches, three to four feet above the surface which prevents ground water and animals penetrating and have hatches or manholes 3 feet by 3 feet square.

## 2. Scope of the Works

**Bottom Well** - is sixteen (16) feet deep, with a diameter of fifteen (15) feet, and a water depth of three (3) feet. The restoration of this well and the repairs to the gate and wall is necessary. The installation of a water pump and the proper management of the system will bring welcomed benefits to this community. As known as Papa Land Well, it is enclosed with a concrete block wall and a gate, but the wall was constructed without any steel reinforcement, and was partly broken due to earth movements. One side of the gate is completely missing with half of the front wall broken down and missing. The right side of the wall fell apart and needs to be completely rebuilt with four inserted columns. The left side of the wall which measures 31 feet and appears to have columns as cosmetics, will be reinforced with 8 x 8 ins. height and width of ring beam around the perimeter walls. 2 columns will also be constructed so as to install two (3 feet) gates of 7 feet high. Each column will be 10X10 widths and 7ft in height, the ground platform will be recast with 6 ins of concrete so as to make it more solid and stronger. The cover to secure the well is 28 x 28 ins.

**Top Well** – is seventeen (17) feet deep, with a diameter of ten (10) feet and contains a depth of four (4) feet of water. It is 16 feet in distance from across the main road. Its floor space is 22 x 25 feet and needs to be reinforced with 6 inches of concrete. A total of 4 columns to the right, 2 column to the front, and 4 columns to the left side wall will be installed and reinforce with a ring beam on the top which will be 8x8 inches (each column will be 10X10 widths and 6ft in height). Two (3 feet) gates will also be installed in the front to secure the well from cows. The covers to secure the wells is 24x24 ins

In general, the works will be conducted in accordance with the current regulations and national legislation for such kind of works (Law on Construction, Law on Public Roads, Law on Safety of the Road Traffic, etc.), as well as bidding terms and prescribed technical requirements.

Reparatory and Remediation Measures: Certain reparatory and remediation measures should be performed on the existing structures at the well site.

Detailed information of the location, size, state and the planned reparatory measures must be outlined in the bid document.

Traffic Regulation: During the construction works, the Contractor will have to plan, organize and provide temporary traffic regulation. The contractor must also arrange with waste management entities for the disposal of the waste material.

Detailed information on the traffic regulation plan must be outlined in the bid document.

### **3. Particular Technical Specification**

#### ***3.1 Technical Requirements***

The following is the list of technical requirements associated with the Bill of Quantities:

Site Clearance: The clearance of debris on the sites will involved the movement of material from the collapsed walls and the clearing of concrete debris

Demolition: The walls around the wells are structurally compromised and demolition will be required as indicated in the Site Specifications and Bill of Quantities

Reinforcement (Fe 500) Works: Indicated walls surrounding the wells will need reinforcing, these walls will require iron reinforcement as noted in the Site Specifications and Bill of Quantities

Brick Works: Brick installation is required along the walls that were reinforced.

Aluminum Works: Security gates are required at both sites to secure entrance, standard gates will be supplied and installed in position.

Electrical Works: Supply and installation of Solar Submersible Pump for both sites. Security lock required for pump. Details of pump available in Section 5 – Site Specifications

Miscellaneous Works: An accommodation is given to related works not mentioned in the BOQ but required for the completion of the project. Sign-off for these works will be required from the Works Supervisor - Herman Belmar, Deputy Director of Grenadine Affairs.

Detailed information on the compliance with the technical requirements must be outlined in the bid document.

### ***3.2. Care and Supply of the Documents***

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On the basis of the Specification, drawings and other information contained in the Tender Dossier, the Contractor shall supply all further fabrication and working(shop) drawings, documents, calculations, catalogues, brochures, technical data and other data necessary for the construction of the Works Supervisor and for satisfying the technical parameters stipulated in the Contract. The Contractor may supply this information successively in parts, but each part submitted should be complete to such an extent that it can be assessed and approved by the Works supervisor in isolation as part of the whole. All working (shop) drawings, calculations and other data are to be submitted to the Works Supervisor for check and approval.

The Works Supervisor may ask and instruct the Contractor to make any modifications, including calculations for any part of the project. These calculations and drawings are part of the Contractor's duties within this Contract. The Contractor shall amend, without delay, the documentation and drawings supplied by him to the Works Supervisor in respect of modifications carried out during the execution of the Works.

The Works Supervisor shall make comments and/or objections concerning drawings, documentation and data supplied by the Contractor within seven (7) calendar days of their submission and these comments and/or objections shall be considered as accepted by the Contractor should the Works Supervisor not contradict them in writing.

Performance of the Contractor's obligations shall not be considered to have been completed until the Works Supervisor has issued the Performance Certificate to the Contractor, stating the date on which the Contractor completed his obligations under the Contract.

### 3.3. Site Data

The Contractor shall ascertain all conditions relevant to the Works.

The Contractor shall before submitting his Proposal, carry out a careful inspection of the Site and shall acquaint himself with its condition as regards its general environment, the nature of the soil, existing utilities and services and any other aspect liable to affect the design, construction and methods of execution of the Works. He shall subsequently estimate his rates on a sound basis.

In particular, the Contractor shall study the access conditions to the Site, existing obstacles if any and, as far as possible, identify all difficulties in the area which might create obstructions to the performing of the Works

The Contractor shall be deemed to have analyzed the existing traffic conditions and to have assessed the possible need for temporary roads and detours and the effects thereof on the execution of the Works.

All the related costs shall be assumed included in the Contractor's Price.

Acceptance of the Contractor's proposal is made on the understanding that he has studied the Tender Documents, has investigated the Site as aforesaid and is satisfied as to his ability and readiness to perform the Contract in all its details.

## 4. Documents to be submitted during Project Implementation

### 4.1 General

The Contractor shall be obligated to submit all the documents required by the "General Conditions of Contract" unless otherwise agreed with the Works Supervisor.

In the table below are specified only requirements for the main documents which have to be submitted by the Contractor during the Project implementation.

### 4.2 General Specification and General Schedule

	Document	Description	Copies  (for each specified language)	Language	Timing  (Not to exceed period of)	Action  Required  by Works Supervisor
1	<b>Programmes</b>					
1.1	Work plan	Plan for Contract realization. The revised Program to be resubmitted when the previous Program is	1 digital	English	CD+5	<b>Approval</b>

		inconsistent.				
<b>2</b>	<b>Construction</b>					
2.1	Receipts for materials	Evidence of materials purchased for completion of works	1 hard	English	<b>Weekly</b>	<b>Review and approval</b>

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### 5. Site Specifications

The drawings below of each site provide the dimensions and indicate the areas where repairs are needed.

## Works for Top Well



## Works for Papa Land Well

Left Wall 31 feet needs to be reinforced with 8" x 8" ring beams

Rear wall is 31 feet and needs to be reinforced with 8" x 8" ring beam

Right side wall (27 feet) requires a rebuilt with column and brick work

14-foot entrance gate required (3' height x 7' width); two standard gates to be installed

Entranceway (8' by 5") and ground platform (31' x 31') needs recast of 6 inches



## Solar Submersible Pump for both sites

# Solar Submersible Pump System

## System Overview

Head	max. 40 m
Flow rate	max. 1,3 m <sup>3</sup> /h

## Technical Data

### Controller PS2-200

- Controlling and monitoring
- Control inputs for dry running protection, remote control etc.
- Protected against reverse polarity, overload and overtemperature
- Integrated MPPT (Maximum Power Point Tracking)
- Battery operation: Integrated low voltage disconnect

Power	max. 0,30 kW
Input voltage	max. 100 V
Optimum Vmp**	> 34 V
Motor current	max. 11 A
Efficiency	max. 98 %
Ambient temp.	-40...50 °C
Enclosure class	IP68

### Motor ECDRIVE 200-HR

- Maintenance-free brushless DC motor
- Water filled
- Premium materials, stainless steel: AISI 304/316
- No electronics in the motor

Rated power	0,3 kW
Efficiency	max. 92 %
Motor speed	750...3 300 rpm
Insulation class	F
Enclosure class	IP68
Submersion	max. 150 m

### Pump End PE HR-07\*\*\*

- Non-return valve
- Premium materials, stainless steel: AISI 304/316
- Optional: dry running protection
- Helical rotor pump

### Pump Unit PU200 HR-07 (Motor, Pump End)

Borehole diameter	min. 4,0 in
Water temperature	max. 50 °C

## Standards



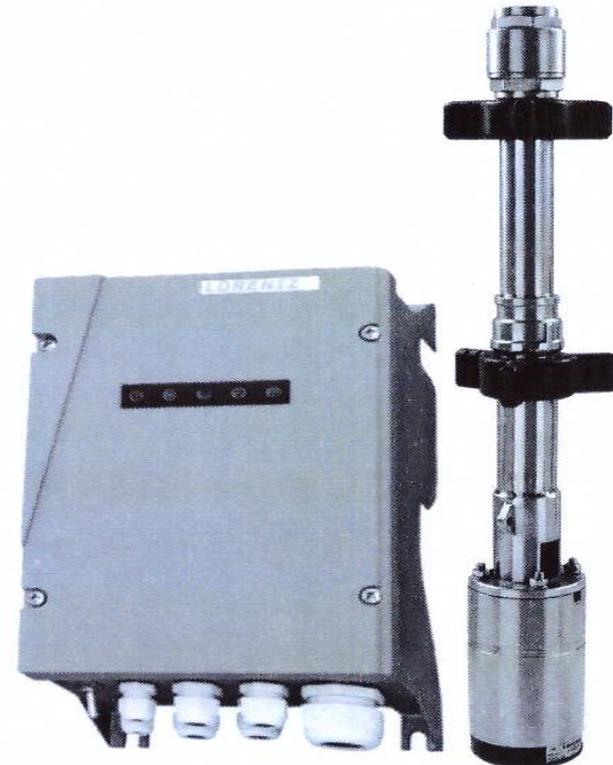
2006/42/EC, 2004/108/EC, 2006/95/EC

IEC/EN 61702:1995

The logos shown reflect the approvals that have been granted for this product family. Products are ordered and supplied with the approvals specific to the market requirements.

\*\*Vmp: MPP-voltage under Standard Test Conditions (STC): 1000 W/m<sup>2</sup> solar irradiance, 25 °C cell temperature

\*\*\*Specify temperature range on order



## 5. Draft Contract- Small Works

This contract is made this *[day, month, year]* Between the **Caribbean Community Climate Change Centre** having its principal place of business at **2nd Floor, Lawrence Nicholas Building, Ring Road, Belmopan**, (hereinafter referred to as “the Centre”) acting hereinafter and represented by Colin Young, PhD, Executive Director on the one Part:

and *[name of contractor]*, having its principal place of business at *[State Address]* (hereinafter called “*the Contractor*”) on the other Part:

AND WHEREAS the **Caribbean Community Climate Change Centre** has received financing from the *USAID*, toward the cost of the *Climate Change Adaptation Program (CCAP)* and intends to apply part of the proceeds towards the **Refurbishment of Top Well and Bottom Well – Union Island, SVG.**;

AND WHEREAS, in pursuance of its objectives, *USAID* is desirous of obtaining services for the **Refurbishment of Top Well and Bottom Well – Union Island, SVG.** (hereinafter called “the Works”);

AND WHEREAS, the Contractor is willing and able to provide the services on the terms and conditions hereinafter contained and in accordance with the offer, which is annexed hereto as Schedule 1 and shall be treated as an integral part of this Contract;

NOW THEREFORE, the parties hereto hereby agree as follows:

### 1. SCOPE OF WORKS

The Contractor agrees to carry out the services on the terms and conditions in accordance with the terms of this offer as set out in Schedule I (*Bill of Quantities*), Schedule II (*Technical Specification*), Schedule III (*Work Schedule*) annexed hereto.

### 2. CONSIDERATION

It is understood and agreed that this is a fixed price contract for the provision of services by the Contractor in the sum of \_\_\_\_\_ (*USD*).

### 3. COMMENCEMENT AND DURATION

The contract shall commence on the \_\_\_\_\_ and shall end on the \_\_\_\_\_ when all the works have completed and inspected.

4: **PAYMENTS**

Payments shall be made as follows:

- (a) The Contractor shall be paid an advance payment of up to twenty percent (20%) of the Contract Price within *[number of days]* days of signature of the contract.
- (b) Thirty percent (30%) valued at *[amount in words and numbers]* when *[stipulate what portion of the works must be completed]*.
- (c) Thirty percent (30%) valued at *[amount in words and numbers]* when *[stipulate what portion of the works must be completed]*.
- (d) The final twenty percent (20%) valued after all the works have been completed and inspected.

5: **SUPERVISION**

The Contractor shall execute the Works in strict accordance with the Contract to the satisfaction of Deputy Director, Grenadines Affairs (hereinafter called the “Supervisor”) and shall comply with and adhere to technical specifications.

6: **DEFECTS AFTER DELIVERY**

- (a) The Contractor shall be responsible for making good with all possible speed any defect in or any damage to any portion of the works which may appear or occur during a period of 3 months after the Works have been completed:
  - (i) from defective workmanship or
  - (ii) from any act or omission of the Contractor done or omitted during the said period.
- (b) If any such defect or damage be not remedied within a reasonable time, the *Caribbean Climate Change Centre* may proceed to remedy the defect at the Contractor’s risk and expense.

7: **LIQUIDATED DAMAGES**

Without prejudice to all its other remedies under the Contract, the Centre shall deduct from the Contract Price, as liquidated damages, a sum equivalent to two

percent (2%) per week for every week that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed an amount equivalent to ten percent (10%) of the Contract Price. Payment of liquidated damages shall not affect the Contractor's liabilities.

## **8. RETENTION**

The Centre shall retain from each payment due to the Contractor five percent (5%) of the amount to be paid until completion of the whole of the Works. On completion of the whole of the Works, half the total amount retained shall be repaid to the Contractor and half when the Defects Liability Period has passed and the Project Manager has certified that all Defects notified by the Project Manager to the Contractor before the end of this period have been corrected.

## **9. INDEMNITY**

The Contractor agrees to indemnify the Centre against any loss, damage or claims arising against the Centre as a result of the actions of the Contractor, his/her/its employees or subcontractors engaged by the Supplier under the Contract

## **10. SUBCONTRACTING**

Subcontracting is not allowed under this contract.

## **11: INJURY COMPENSATION**

In all circumstances the Contractor shall be responsible to take out, at his or her own expense, medical and other insurance covering the period of this agreement, as the Contractor may consider advisable.

## **12: INSPECTIONS AND TESTS**

The Centre or its representative shall have the right to inspect and/or to test the Works to confirm their conformity to the Technical specifications at no extra cost to the Centre. Should any inspected or tested part of the Works fail to conform to the Specifications, the Centre may reject the Works or part thereof, and the Contractor shall (within 7 days) either replace the rejected Works or make alterations necessary to meet specification requirements free of cost to the Centre.

## **13: DISPUTE SETTLEMENT**

13.1 Any disputes arising out of or in connection with this Contract shall be submitted to arbitration by a single arbitrator agreed to by both parties, if attempts at settlement by negotiation have failed.

13.2 If the parties are unable to agree on a single arbitrator within thirty (30) days of the request for arbitration, then each party shall proceed to appoint

one arbitrator and the two arbitrators thus appointed shall agree on a third. The arbitrators shall rule on the cost, which may be divided between parties. The decision rendered in the arbitration shall constitute final adjudication of the dispute. Both parties must agree to the use of the above arbitration procedure in writing before they become effective.

**14: RIGHTS AND OBLIGATIONS OF THE CONTRACTOR**

14.1 The rights and obligations of the Contractor are strictly limited to the terms and conditions of this agreement. Accordingly, the Contractor shall not be entitled to any benefit, payment, subsidy, compensation or entitlement, except as expressly provided in this agreement.

14.2 The Contractor shall be solely liable for claims by third parties arising from the Contractor's own negligent acts or omission in the course of performing this agreement, and under no circumstances shall the Centre be held liable for such claims by third parties

**15: TERMINATION FOR INSOLVENCY**

The Centre may at any time terminate the Contract by giving written notice to the Contractor if the Contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the Contractor.

**16: APPLICABLE LAW**

The Contract shall be interpreted in accordance with the laws of Belize.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed by their respective authorized representatives, in the presence of witnesses

**For and on the behalf of the Caribbean Community Climate Change Centre**

For and on behalf of the **Caribbean  
Community Climate Change Centre**

Name: Colin Young (PhD)  
*Executive Director*

Signed:.....

For and on behalf of the **Contractor**

Name:

Signed:.....

Date:.....

Date:.....

.....  
Witness (Sign & Print Name)

.....  
Witness (Sign & Print Name)

DRAFT

*Schedule I*  
*(Bill of Quantities)*

*Schedule II*  
*(Technical Specification Pipe Installation)*

*Schedule III*  
*(Work Schedule)*