



GOVERNMENT OF BERMUDA
Ministry of Works and Engineering

Department of Operations and Engineering

PART 2

FORM OF TENDER

For

**RETAINING WALL & SIDEWALK CONSTRUCTION
AT
HAPPY VALLEY ROAD,
PEMBROKE PARISH**

Project No. **HW 89993**

Issue Date: **Friday 18th December 2015**
Closing Date: **3pm on Friday 15th January 2016**

**NOTE: ALL BLANKS ARE TO BE FILLED IN BY THE TENDERER AND ALL SHEETS
FORM PART OF THE TENDER**



GOVERNMENT OF BERMUDA
Ministry of Public Works

Department of Works and Engineering

FORM OF TENDER

(Note: all blanks are to be filled in by the Tenderer and all sheets form part of the tender)

Retaining Wall & Sidewalk Construction at Happy Valley Road, Pembroke Parish

LUMP SUM BID

TO: PERMANENT SECRETARY, Ministry of Public Works

1. Having examined the tender documents and visited the sites for the above work, we the undersigned, offer to construct and complete the whole of the said works at the above property, in accordance with the terms and conditions outlined in the specifications for the sum of:

(Figures) BD\$ _____

(Words) BD\$ _____

2. We declare that this tender is made without any connection, comparison of figures or arrangements with or knowledge of any other corporation, firm or person making a tender for the same work and is in all respects fair and without collusion or fraud.
3. We acknowledge that the Government is not bound to accept the lowest or any tender, and will not accept any late tender.
4. We confirm that we, the undersigned, are conducting business as a proper legal entity and are not delinquent in making payments to the Government for Social Insurance contributions, Payroll Tax or any other debt recorded by the Accountant General's Debt Collection Section.
5. We confirm that we have submitted a bona fide Tender, intended to be competitive and we have not fixed or adjusted our Price by or under or in accordance with any agreement or arrangement with any other tenderer.
6. Having examined the Site, the Tender Documents and Addenda Nos. _____ inclusive for the execution of the above named Work we, the undersigned, offer to provide the Named Work in accordance with the **Instructions to Tenderers, Forms of Tender and related documents**, (Herein called the *Tender Documents*).



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- 7. We undertake, if our Tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager’s notice to commence, and to provide the Works comprised in the *Contract Documents*.
- 8. We confirm that our Tender shall remain open for acceptance by the Government of Bermuda for a period of **Ninety (90) calendar days** from the date of this undertaking and shall be irrevocable during this period.
- 9. We understand that the Government may accept/reject any tender it may receive.
- 10. We undertake to commence the work within **FOURTEEN (14) calendar days** of the date of the acceptance of this tender.
- 11. Unless and until a formal agreement is prepared and executed, this Tender, together with your written acceptance thereof, shall constitute a binding contract between us.
- 12. We consent to the collection and use of any information we give to the Government in response to this solicitation document and waive any right to challenge any decision made by the Government to disclose the information.

Dated this _____ day of _____, 2015

(Name) _____

(Signature) _____

Duly authorized to sign tenders for and on behalf of:

(Firm) _____

(Address) _____



GOVERNMENT OF BERMUDA
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FORM OF TENDER (CONTINUED)

(Note: all blanks are to be filled in by the Tenderer and all sheets form part of the tender)

TENDER PRICE BREAKDOWN

Retaining Wall & Sidewalk Construction at Happy Valley Road, Pembroke Parish

All prices (in Bermuda dollars) are to be all inclusive of all other associated works as shown on the Contract Documents, materials, related accessories, storage, transport, assembly, placement, overhead and profit.

<u>1. Site Preparation</u>	
a. Establishment and maintenance of site and traffic management.	\$
b. Site clearance and disposal of trees, posts, fencing and the like not required for re-use in the works	\$
<u>2. Construction of retaining wall and sidewalk</u>	
a. Excavate topsoil and stockpile on site for re-use	\$
b. Bulk excavation, set aside suitable excavated material for backfill if required and dispose of surplus material.	\$
c. Construct plastered reinforced block wall with reinforced foundation, concrete infill to cells, weep-holes and concrete capping beam. Demolition and reconstruction of steps.	\$
d. Backfill to wall with drainage media and approved compacted backfill	\$
e. Construct kerbing and concrete sidewalk. Reinstate to front of kerbing.	\$
f. Erection of 3 foot PVC picket fence compliant with Residential Building Code and erected to manufacturer's instructions	\$
<u>3. Construction of drainage catch-basin and borehole</u>	
a. Excavate and drill borehole. Construct catch-basin and concrete apron	\$
<u>4. Site cleanup and project closeout</u>	
a. Grade and rake topsoil to garden area, make good severed fencing.	\$
b. Clear and clean all working areas and dismantle traffic management	\$
TOTAL LUMP SUM BID	\$

NOTE: All work detailed on the Contract Documents shall be covered completely by the Total Lump Sum. Individual lump sum items are all-inclusive. If a specific task is not identified separately in the above list, the Contractor shall assume that it is included as part of another related listed item or items, and shall base his lump sum amounts on this assumption.



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SCHEDULE OF UNIT RATES

(TO BE COMPLETED BY THE CONTRACTOR)

All prices (in Bermuda dollars) in the schedule are to be **inclusive of materials and related accessories, storage, transport, plant and equipment assembly, placement, access, overhead and profit.** These rates may be used for determining additions to, and deletions from, the contract sum for variations to the contract not covered in the preceding Tender Price Breakdown.

<u>NO.</u>	<u>ITEM</u>	<u>UNIT</u>	<u>RATE</u>
1.1	Unskilled operative/labourer	Hour	
1.2	Skilled operative/mason	Hour	
1.3	Foreman/Supervisor	Hour	
1.4	Excavator with operator	Hour	
1.5	Heavy Truck with driver	Hour	
1.6	Disposal of excavated materials from site	Cu. Meter	
1.7	Crushed rock screenings delivered to site	Ton	
1.8	Importation, deposition and levelling of topsoil	Cu. Meter	
1.9	Ready-mix concrete placed and compacted on site	Cu. Meter	
1.10	10mm or 12mm steel reinforcement bar	Ton	
1.11	Hand-lay 50mm thick asphalt wearing course	Sq. Meter	
1.12	250mm x 125mm Precast concrete kerb (straight)	Linear Meter	
1.13	250mm x 125mm Precast concrete kerb (radius 12' or less)	Linear Meter	
1.14	Percentage to be applied to labour and plant rates for working Saturdays or Sundays	%	

All unit rates above shall be considered fully inclusive of delivery, preparation, placing and finishing. For variations to the contract not covered in the preceding price break down, the above schedule of unit rates shall apply.



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RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES QUALIFICATION FORM

PROFILE INFORMATION FORM

(TO BE COMPLETED BY THE TENDERER)

LEGAL ENTITY INFORMATION: PLEASE PROVIDE THE FOLLOWING INFORMATION.

Legal Name _____

Physical and Mailing addresses _____

Year of Incorporation or Formation _____

Legal Entity's Main Phone Number: _____

Email: _____

Fax: _____

Name and Titles of Principal(s) _____

Owner(s) and Title _____

Operations Manager _____

Business Status: Circle all that apply

Incorporated Sole Owner Partnership Other

Please provide a copy of company incorporation document, if incorporated, with Tender.

Entity's Payroll Tax Number: _____

Entity's Social Insurance Number: _____

I certify that all the above information is correct to the best of my knowledge.

Signed _____

Date _____



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RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES QUALIFICATION FORM

PROFILE INFORMATION FORM

(TO BE COMPLETED BY THE TENDERER)

LEGAL ENTITY NAME: _____ PAGE ____ OF ____

Total Number of Staff Currently Employed: _____

Total Number of Bermudian Staff Currently Employed: _____

Total Number of Non- Bermudian Staff Currently Employed: _____

The Bermuda Government is committed to having a sustainable workforce and therefore makes it a compulsory requirement for all Tenderers to provide a company profile of employees [the number and names of Bermudians and non-Bermudian employees, their job categories and information with respect to training that is provided for employees] with their tender for these works. (Add more lines as needed)

Employee Name	Bermudian Yes / No?	Job Category

Employee Name	Bermudian	Non-Bermudian	Training Provided by Company (month/year)



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RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES QUALIFICATION FORM

PROFILE INFORMATION FORM

(TO BE COMPLETED BY THE CONTRACTOR)

LEGAL ENTITY NAME: _____ PAGE ____ OF ____

All sub-contractors shall be approved by the Government; such approvals being finalized prior to the contract award. The successful tenderer will not be permitted to change any sub-contractor without the Government's approval.

In the event that we employ a sub-contractor not approved by the Government, we will agree to immediately replace this sub-contractor with an approved sub-contractor. We will accept full responsibility for all damages and costs incurred by the Government (including, but not limited to, any and all costs relating to the discharging of liens brought on by any unapproved sub-contractor) as a result of employing an unapproved sub-contractor.

Trade	Sub-Contractor



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RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES QUALIFICATION FORM

CONTRACTOR EXPERIENCE AND CAPABILITY FORM

(TO BE COMPLETED BY THE TENDERER)

LEGAL ENTITY NAME: _____ PAGE ____ OF ____

PLEASE PROVIDE LAST THREE (3) YEARS OF WORK EXPERIENCE

1. Is your company (or other legal entity) presently providing Retaining Wall and Construction Services to any public or private entity similar to the scope of work in this tender?

YES _____ **NO** _____

2. PLEASE LIST THE NAMES, LOCATIONS, CONTACT PERSON AND CONTACT INFORMATION FOR CURRENT SIMILAR CONTRACTS:



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CERTIFICATE OF CONFIRMATION OF NON-COLLUSION

Notes for the Tenderer/Bidder

The essence of Open Tendering is that the Government of Bermuda shall receive bona fide competitive Tenders from all persons tendering. In recognition of this principle, all entities or persons that submit a tender will be required to confirm that the tender has been submitted without any form of collusion by signing a Certificate of Confirmation of Non-Collusion.

The Certificate of Confirmation of Non-Collusion is a mandatory requirement from all bidders. Any bids submitted which do not include a signed copy of the Certificate will be wholly rejected and will not be included in the evaluation process.

If it is later found that the undertakings made below have been breached at any stage of the process, the bidder will be expelled from the process immediately. In the event that this is discovered after a contract award, legal action may be taken against the bidder and/or any party involved in the matter.

False submissions may result in the exclusion of the bidder, and any other person or company involved in collusion, from bidding for future contracts tendered by the Government of Bermuda.



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CERTIFICATE OF CONFIRMATION OF

NON-COLLUSION

(TO BE COMPLETED BY THE TENDERER)

I/We certify that this is a bona fide Tender, intended to be competitive and that I/We have not fixed or adjusted the amount of the Tender or the rates and prices quoted by or under or in accordance with any agreement or arrangement with any other person.

I/We confirm that we have not received any additional information, other than that contained within the tender pack, or supplementary information provided to all bidders.

I/We also certify that I/We have not done and undertake that I/We will not do at any time any of the following acts:

- (a) communicating to a person other than the tender administrator the amount or approximate amount of my/our proposed Tender (other than in confidence in order to obtain quotations necessary for the preparation of the Tender for insurance) or
- (b) entering into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any Tender to be submitted; or
- (c) offering or agreeing to pay or give or paying any sum of money, inducement, gift /hospitality or valuable consideration directly or indirectly to any person in relation to this tender.

Signed:

(1) _____ Status _____

(2) _____ Status _____

for and on behalf of:

Date: _____



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RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES

FORM OF TENDER (CONTINUATION)
(Note: all sheets form part of the tender)

LEGAL ENTITY NAME: _____ PAGE ____ OF ____

ADDENDA ACKNOWLEDGEMENT FORM

We confirm having completed all parts of this form; and received and complied with all addenda (if any) as follows:

Insert addenda # _____

SIGNED:
(Signature) _____

(Block letters) _____

ON BEHALF OF:
(Legal Entity) _____

(Mailing address) _____

(Email) _____

(Contact #'s) (Telephone) _____

(Cell) _____



Department of Works and Engineering

**RETAINING WALL & SIDEWALK CONSTRUCTION SERVICES
FORM OF TENDER (CONTINUATION)
(NOTE: ALL SHEETS FORM PART OF THE TENDER)**

LEGAL ENTITY NAME: _____ PAGE ____ OF ____

ACKNOWLEDGEMENT LETTER FOR STANDARD FORM OF AGREEMENT

Acknowledgement Letter for Standard Form of Agreement between the Government and the Contractor

This is to certify that I, _____ (name), in the position of _____ hereby acknowledge that I am aware of the terms and conditions of the attached Draft FIDIC Contract.

I acknowledge that the following documents have been provided or referenced in the Tender Package and at the date of this submission I have no issue with the terms and conditions of this agreement.

- Notice of Intent to Respond
- Part 1 Instruction to Bidders
- Scope of Work
- Part 2 Form of Tender and the Appendices to Form of Tender
 - Contractor Experience and Capability Form
 - Profile Information Form
 - Certificate of Confirmation of Non-Collusion
 - Tender Price Breakdown
 - Schedule of Unit Rates
- Specifications, Schedules and Drawings
- **Conditions of Contract for the Short Form of Contract, First Edition 1999**, published by the Federation Internationale des Ingenieurs-Conseils (FIDIC). [Not attached]
- Contract-specific Contract Documents: (sample draft for reference/information only)

Signed: _____

Date: _____