



Request for Proposal

The British Virgin Islands Ports Authority invites qualified companies/firms for:

Design and Engineering of an Administration Building at the site opposite of the container port (Block 2938B, Parcel 197), Tortola, British Virgin Islands.

SCOPE OF WORKS

The Design must consist of:

- 1) A multi-storey structure that is aesthetically pleasing and blend into the development of the surrounding areas. The building should utilize as much of the lot as legally possible and the overall design should accommodate perimeter landscaping.
- 2) The structure must provide for five (5) floors, constructed of reinforced concrete and CMU/Block Walls. Engineered to withstand winds of 250 MPH. The Ground floor should be elevated to avoid flooding.
- 3) The floors are to be assigned as followed:
 - Ground Floor- Staff/Customer/ New Vehicle Parking
 - Second Floor- Customs, Immigration, Port Operations and Shipping Agents
 - Third Floor- Port Management
 - Fourth Floor- Lease Space
 - Fifth Floor- Lease Space
- 4) The design should provide for a 10ft service lane between the perimeter fence and the structure. A service side should be created with adequate access, capable of accommodating electrical and mechanical installations including emergency generating requirements.
- 5) The design should allow for a separate entrance and exit of traffic accessing the property, and the entrance and egress should flow smoothly and not further complicate the traffic systems existing in the area.

- 6) Restrooms should also be included for staff and customers.
- 7) Design should also detail engineering, mechanical, electrical, plumbing (MEP) and a fire suppression system. The building should provide adequate lighting (as far as practically possible) and ventilation into all office spaces and provide for fresh air exchanges to meet industry standard. A minimum of 2 elevators one being a slightly larger service elevator should be incorporated into the design and emergency stairs accommodated internally.
- 8) Design should adhere to local building codes.

INSTRUCTIONS FOR PROPOSALS

Companies are required to furnish originals of the following:

- a) Certificates of Good Standing in respect of Social Security and all Taxes including Payroll Taxes and Property Taxes from:
 - (i) The Director of the Social Security Board; and
 - (ii) The Commissioner of Inland Revenue
- b)

MINIMUM REQUIREMENTS

ADDITIONAL INFORMATION

A site visit is scheduled for **18th October, 2019** at the at **10:00 a.m.** All prospective companies are invited to attend.

Additional information can be obtained from the British Virgin Islands Ports Authority **Projects Manager, Marquese Maduro** via email mmaduro@bviports.org

SUBMISSION OF PROPOSALS

Interested tenderers should submit one (1) original and two (2) copies of the tender. The original should be placed in a sealed envelope and marked “**Original**” and the additional copies placed in another sealed envelope and marked “**Copies**”. Both envelopes should then be placed in an outer envelope and marked “**Proposal for Design and Engineering of an Administration Building at the site opposite of the container port (Block 2938B, Parcel 197), Tortola, British Virgin Islands.**” and addressed to:

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The Managing Director
British Virgin Islands Ports Authority
Port Purcell
Tortola
British Virgin Islands

All proposals must be delivered to the receptionist at the British Virgin Islands Ports Authority, Port Purcell, Tortola, British Virgin Islands, by the bearer not later than **4:30 p.m.** on **1st November, 2019.** **Proposals will not be received after this date.**

The British Virgin Islands Ports Authority does not bind itself to accept the lowest or any other tender and will not defray any costs incurred by prospective companies.

British Virgin Islands Ports Authority
Port Purcell
Tortola
British Virgin Islands