



GOVERNMENT OF BERMUDA

Ministry of Public Works

Department of Works and Engineering

January 08, 2025

Dear Proponents,

Ref: 61-01-150-01 Floating Docks Surveying and Replacement Design

This Addendum #1 contains (3) pages including this front page.

PART 1 Notes on Bermuda Government's Procurement Process – 1 page

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This addendum forms part of the RFP documents and will be subject to all of the conditions set out in the contract.

PART 1 – Notes on Bermuda government’s Procurement Process

- Transparency: same information is given to every registered proponent. **Please register your interest by writing to the RFP contact, Mr. Austin Kenny: avkeeny@gov.bm.** Only written individual questions addressed to the RFP contact will be answered. Questions will be answered via addenda. Addendum will be available in the Bermuda Government procurement site. **Registered proponents will be notified when each addenda is published in the Bermuda Government portal.**
- Rectification process: the first step after receiving proponents’ submissions will be to check them for completeness. If any information is found to be missing, the proponent will be contacted and allowed 5 working days (rectification period) to submit the requested information. If the information is not received in a timely manner and the information requested is “mandatory” the bid will have to be disqualified. If the requested missing information is a non-mandatory requirement and is not submitted on time, the bid will be scored without it.
- Bid scoring: Scoring criteria, has already been predetermined and generally described in “Rated Criteria” of the RFP documents. Scoring can only be based on documents submitted in the bid. Scoring evaluators cannot add points based on knowledge from an existing professional relationship, except in the case of allocated points for references. Please provide enough information to demonstrate experience, capabilities, and all requested requirements.
- References: A correct phone number for references is requested. In addition to recommendation letters, references will be called and a correct phone number can insure the process is completed on time for scoring. If References are on a different time zone, please note that on your response.
- Local Benefits Form: 30% of every tender total possible score is allocated for local benefits by mandate of the Bermuda Government, regardless of the type of project. International Companies can get some Local Benefit points by providing a safety and health policy, sustainable goods and services policy and environmental policy; using local businesses in their supply chain; using local sub contractors and been willing to train Bermudians. If an International Company is partnering with a Bermudian Company please provide a statement detailing how the work will be shared by each of the companies and the involvement of Bermudian employees.
- Government will enter negotiations with top ranked proponent.
- Proponents that are not selected for the job will be notified.

PART 2 Questions from proponents and clarifications

1. Q) What is the owner's budget for this project?

A) Owner's budget will not be disclosed. This is a competitive bidding process that uses an evaluation scoring matrix that includes pricing; quality (experience, capability, references, methodology, program and resources); and local benefits factors as described in "Rated Criteria" of the Floating Docks surveying and Replacement design RFP documents.

2. Q) Could you provide more details on the inspection model that will be used for evaluating submissions?

A) Scoring is described in "Rated Criteria" of the RFP documents. Points are allocated for submitted information that answers the questions shown on the documents. High points are allocated for experience and qualification of not only the company, but the staff proposed for the project; for the references; proposed method and programme. Local benefit points are widely distributed. To guarantee quality, a minimum number of points should be achieved in the "Quality" section of the scoring matrix. Alternative Proposals will be evaluated using the same criteria. Clarifications regarding Alternative Proposals might be requested to ensure a fair comparison of the different Proponents.

3. Q) Is the owner willing to pay the cost of the preliminary investigation?

A) The surveying and replacement design project is divided in 3 phases as described in the Request for Proposal Documents. Work will be paid based on the submitted Fixed Price Schedule sheet and demonstrated work progress. A Schedule of Payments based on work progress and reasonably consistent with the Programme and the Fixed Price Schedule may be submitted with the tender documents.

END OF PART 2