



**Ministry of Public Works and Environment**

**Department of Parks**

**Request for Proposals**

**For**

**Provision of Security Guards for Agricultural Exhibition 2026**

**Request for Proposals No.: 2025-012Q-MPW**

**Issued: Monday November 24 , 2025**

**Submission Deadline: Thursday January 08, 2026 3:00:00 PM Bermuda Local**

**Time**

Addenda No. 0003

Addenda Type:

Annex – B Pricing Form Detail Adjustment

The following addendum supersedes information contained in the solicitation document issued for this procurement to the extent referenced. This Addendum forms part of the solicitation documents and will be subject to all the conditions set out in the contract conditions.

**RFQ No. 2025-012Q-MPW**

**Pricing Form adjustments**

- **Item 3 – Point Finger Pedestrian Walkway has increased from One Guard to Three Guards**
- **Item 10 – Berry Hill adjacent to Visit Center Building has increased from One Guard to Two Guards.**

**ANNEX B PRICING FORM**

For RFQ – Provision of Security Guards for Agricultural Exhibition Ref: 2025-012Q-MPW

Name of Proponent: \_\_\_\_\_

**FIXED PRICE SCHEDULE****CONTRACT PRICE BREAKDOWN**

(TO BE COMPLETED BY THE PROPONENT)

All prices (in Bermuda dollars) are to be all inclusive of all other associated works as shown on the Contract Documents, including materials, related accessories, storage, transport, assembly, placement, coordination w/ MPW, and overhead and profit. These rates may be used for determining additions and deletions from the contract sum and for interim payment valuation.

ITEM	DESCRIPTION	LUMP SUM
1.	Peace Lutheran Main Gate - One Guard	
2.	Peace Lutheran Pedestrian Gate - One Guard (Metal Wand and Bag Search)	
3.	Point Finger Pedestrian Walkway - Three Guards (Metal Wand and Bag Search)	
4.	Grandstand Gate - One Guard	
5.	Stable Gate - West - One Guard	
6.	Stable Gate - East - One Guard	
7.	Stable Gate - South - One Guard	
8.	Old Maintenance Garage Gate - One Guard	
9.	Visitor Center Lower Lawn - Seven Guards (Metal Wand and Bag Search)	
10.	Berry Hill adjacent to Visitor Center Building - Two Guards (Metal Wand and Bag Search)	
11.	Berry Hill - Main Ring North Gate - One Guard	
12.	Cash Office - Dept of Environment Boardroom Two Guards (Delivery of Money to the Bank)	
13.	Roaming Patrols - Two Guards	
14.	Static Patrols - Sensory Garden - Two Guards	
15.	Overnight Roaming Patrol 8pm to 8am - Three Guards	
16.	Supervisor - One Personnel	
	<b>TOTAL</b>	

**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. The price shall include, indicate separately, the cost of any work permits, and taxes.

# ANNEX B PRICING FORM

For RFQ – Provision of Security Guards for Agricultural Exhibition Ref: 2025-012Q-MPW

Name of Proponent: \_\_\_\_\_

## UNIT RATE SCHEDULE

(TO BE COMPLETED BY THE CONTRACTOR)

All prices (in Bermuda dollars) in the schedule are to be **inclusive of materials, tools and related accessories, storage, transport, plant and equipment (staging, platforms etc. to work on deck edge) assembly, placement, access, wastage, coordination with MPW and overhead and profit.** These rates may be used for determining additions to, and deletions from, the contract sum.

### Unit Rate Schedule

ITEM	DESCRIPTION	Unit	Rate
1.	Security Supervisor	per hour	
2.	Security Guard	per hour	
3.	Overnight Roaming Security Guard	per hour	
4.	Security Guard (Cash Delivery to Bank)	per hour	
5.	Metal Wand	per hour	
6.		per hour	
7.		per hour	
8.		per hour	
9.		per yard	
	<b>Other items not listed above</b>		

All unit rates above shall be considered fully inclusive of labour, materials, tools, and equipment, wastage and overheads and profit, including, delivery, storage, preparation, placing and finishing.  
For variations to the contract not covered in the preceding price break down rates or the above schedule of unit rates, the price may be determined on the basis of the base material and installation cost plus \_\_\_\_\_% for overhead and \_\_\_\_\_% for profit and applied separately to the base cost.



GOVERNMENT OF BERMUDA  
Ministry of Public Works

**Department of Parks**

**Request for Tender (RFT): Security Guards 2026 Agricultural Exhibition**

**Dates:**

**Times:**

Thursday 23<sup>rd</sup> April 2026

8:00am -6:00pm

Friday 24<sup>th</sup> April 2026

8:00 am - 6:00 pm

Saturday 25<sup>th</sup> April 2026

8:00 am-5:00 pm

**Security Guard Locations**

**Peace Lutheran Main Gate**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00 am-6:00 pm
- 8:00 am - 5:00 pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Gate is used for staff and customers to access the Department of Environmental & Natural Resources (DENR) for business on Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> and Saturday 25<sup>th</sup> April 2026 limited access required for Government Veterinary Officer Animal Wardens and potentially customers having produce and flowers inspected at DENR Lab.

Gate is also used for business vendors **with wrist bands** to deliver food and supplies to stalls. Also used for entry by performers delivering equipment, props etc. **with wrist bands**. Flower arranging exhibitors may also enter due to the volume of material required to complete exhibit.

**Peace Lutheran Pedestrian Gate**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> 2026
- Time: 8:00 am -6:00 pm
- Time: 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Gate is pedestrian general entry into the grounds during the Exhibition.  
Patrons must be searched with metal wand for weapons including bag searches.

**Point Finger Pedestrian Walkway**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00 am-6:00 pm
- 8:00 am - 5:00 pm on Saturday 25<sup>th</sup> April 2026
- 3 Security Guards

Gate is pedestrian general entry into the grounds during the Exhibition.  
Patrons must be searched with metal wand for weapons including bag searches.

### **Grandstand Gate**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00 am-6:00 pm
- 8:00 am – 5:00 pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Grandstand is for dignitaries, invited guests, announcers, officials, judges, prize presenters, and staff with wrist bands or invitations.

### **Stable Gate – West**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00 am-6:00 pm
- 8:00 am- 5:00 pm on Saturday 25<sup>th</sup> April 2026

- 1 Security Guard

Only equestrians permitted within this area with designated wrist band.

***No horses permitted to enter or exit.***

### **Stable Gate - East**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Only equestrians permitted within this area with designated wristband.

Horses and carriages permitted to enter or exit.

***No wristband no entry.***

### **Stable Gate – South**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Only equestrians permitted within this area with designated wristband.

Mainly horses and equestrians entering and exiting to old maintenance garage area.

***No wristband no entry.***

### **Old Maintenance Garage Gate**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 5:00am – 6:00pm
- 5:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026

- 1 Security Guard

Only equestrian permitted to enter into this gate with trucks, cars, vehicles, horses, carriages, trailers and equipment within this area with designated wristbands.

Vehicles must have an equestrian pass in order to enter.

Access for Private Veterinarians with equestrian vehicle pass.

Parking is available on upper and lower section of the facility.

***No pass or wristband No entry.***

### **Visitor Center Lower Lawn**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 7 Security Guards

Gate is main general entry into the grounds during the Exhibition were the majority of patrons will enter and exit.

Patrons must be searched with metal wand for weapons including bag searches.

### **Berry Hill adjacent to Visitor Center building**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 2 Security Guard

Gate is pedestrian general entry into the grounds during the Exhibition.

Patrons must be searched with metal wand for weapons including bag searches.

Also used for Entry and exit of St. John Ambulance and Police vehicles & business vendors to deliver food and supplies to stalls up until 10:00am.

### **Berry Hill – Main Ring North Gate**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 1 Security Guard

Gate is for access for physically challenged persons/wheelchair access during the Exhibition –

**Wristband Entry**

## **Cash Office – Department of Environment & Natural Resources Boardroom**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 7:00am – 7:00pm
- 2 Security Guards

Guard working with the cash office personnel.

Delivery of float to entrance gate ticket booths – when requested.

Collecting of revenue from entrance gate ticket booths – when requested.

Delivery of change to entrance gate ticket booths – when requested.

Delivery of money to bank.

## **Roaming Patrols**

- Friday 23<sup>rd</sup> & Saturday 25<sup>th</sup> April 2026 –
- Time: 8.00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 2 Security Guards

Roaming patrols of the grounds.

Liaising with the Park Rangers to deal with anti-social behavior.

Escorting persons off the grounds if required.

Document serious incidents if required.

## **Static Patrols:- Sensory Garden**

- Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 2 Security Guards

Stationed at the Sensory Garden & Formal Garden.

Liaising with the Police and Park Rangers to deal with anti-social behavior.

Escorting persons off the grounds if required.

Document serious incidents if required.

## **Overnight Patrol**

- Wednesday 22<sup>nd</sup> – Thursday 23<sup>rd</sup> April 2026
- Thursday 23<sup>rd</sup> – Friday 24<sup>th</sup> April 2026
- Friday 24<sup>th</sup> – Saturday 25<sup>th</sup> April 2026
- Time: 8:00pm - 8:00am



- 3 Security Guards

Roaming patrols throughout the grounds to protect the property of exhibitors as well as vendors.

### **Supervisor**

- Thursday 23<sup>rd</sup>, Friday 24<sup>th</sup> & Saturday 25<sup>th</sup> April 2026
- Time: 8:00am – 6:00pm
- 8:00am – 5:00pm on Saturday 25<sup>th</sup> April 2026
- 1 Supervisor

Liaison with the Parks Officer and Senior Police Officer on duty.

Ensuring all security guards are on assigned posts.

The Department of Parks will also reserve the right to stand on or hold on duty Security Officers due to weather, potential anti-social behavior or delays in the finishing time of the exhibition on either days.

**Total Security Guards = 29**

**Supervisor = 1**