



ADDENDUM NO. 3

22nd July 2020

In response to questions raised by Potential Bidders the attention of Proponents submitting proposals for the Project is called to the following ADDENDUM to the REQUEST FOR PROPOSAL PACKAGE:

Item 1 – Answer to Question

Question: Do you have a budget that can be shared with the responders of the RFP?

Answer: There is no defined budget for this work at this time. The Government developed an estimate for its own purposes.

Item 2 – Answer to Question

Question: What rate will you use to convert or can all submissions be made in US dollars?

Answer: The RFP invites the proponent to specify the currency of funds required.

Item 3 – Answer to Question

Question: What is the intended payment schedule (i.e. monthly, by deliverable)?

Answer: All billing for work done by the end of billing period to be submitted to the Bermuda Housing Corporation on a monthly basis

Item 4 – Answer to Question

Question: Can the MPW provide previous reports on the current facilities for this RFP?

Answer: As part of the study the Proponent will be expected to talk to the stakeholders to understand and obtain all available existing information on the project.

Item 5 – Clarification

P40 Rated Criteria - 2. Technical Knowledge, Experience

Replace Annex F with Annex D

Item 6 – Answer to Question

Question: Is there an overall timeline on when the deliverables should be completed?

Answer: As part of the submission the Proponent shall provide timelines for distinct project phases and milestones

Item 7 – Answer to Question

Question: How will COVID-19 travel restrictions and / or COVID-19 related delays be dealt with on this engagement?

Answer: The Proponent is to base the submission on the Bermuda Government COVID 19 regulations prevailing at the time of submission.

Item 8 – Answer to Question

Question: With the exception of materials which are brought into Bermuda as part of the project, will international firms be tax exempt?

Answer: All visitors and companies not domiciled in Bermuda are exempt from Bermuda Tax Commission.

Item 9 – Answer to Question

Question: Could you please share a copy of your standard contract and/or the contract terms for this engagement, so that we may review them?

Answer: A sample Form of Agreement is given in Annex A

Item 10 – Answer to Question

Question: Are the contract terms open for negotiation?

Answer: No

Item 11 – Clarification

P6 Item 1.6.1

The email address for the submission of Proposals is businesscase@bhc.bm

Item 12 – Clarification

P19

Where the Proponent is not domiciled in Bermuda the Social Insurance and Tax Numbers are not required. If the Proponent is to use sub consultants the attached Annex H must be completed and submitted for each sub consultant as part of the proposal. Where a sub consultant is based in Bermuda the Social Insurance and Tax Numbers are required.

Item 13 – Answer to Question

Question: Can we assume that the MPW will cover the costs of securing conference room space, materials, and equipment; or should we cost for certain items in our proposal?

Answer: The Proponent shall include for all costs for securing conference room space, materials, and equipment. The pricing schedule invites Proponents to list any additional items not listed in the Pricing Schedule.

Item 14 – Answer to Question

Question: Information on Financial Stability. Given that this is a consulting contract, and not a works contract, can you please clarify?

Answer: The mandatory submission requirements require a reference from a bank or other financial institution confirming the Proponent’s capacity to provide the necessary financial resources to complete the works.

Item 15 – Answer to Question

Question: “Financial Control” (p. 35). Can we assume that this means a letter confirming that Proponent has financial control for the management of this project?

Answer: A brief description detail the Companies Financial Management will be sufficient.

Item 16 – Answer to Question

Question: p68 Will the proponent use Bermuda specified businesses in their supply chain?” Can we assume the answer to is “Not Applicable,” given this is a consulting contract?

Answer: Where a Proponent details use of a Bermuda specified business in the completion of the project the Proponent will gain points in the submission assessment. For clarification see the following definition:

“Specified business” means a Bermudian-owned and owner-operated business enterprise with such characteristics as the Bermuda Economic Development Corporation may determine and –

(A) Gross annual sales of less than one million dollars, or an annual payroll of less than five hundred thousand dollars; or

(B) A least three of the following attributes: (i) gross annual revenue of between \$1,000,000 and \$5,000,000; (ii) net assets of less than \$2,500,000; (iii) an annual payroll

of between \$500,000 and \$2,500,000; (iv) between a minimum of 11 and a maximum of 50 employees; and (v) been in operation for a minimum of 10 years.

Item 17 – Answer to Question

Question: Do the technical and financial proposals need to be submitted separately?

Answer: No

Item 18 – Answer to Question

Question: Does the proponent need to be a Bermudian business?

Answer: No

Item 19 – Correction

P59 Annex B Pricing

The pricing is worth 30 points not 20 points as shown.

Item 20 – Answer to Question

Question: Will there be assistance from the Government of Bermuda in order to receive a valid work permit for any staff which may need to work in Bermuda?

Answer: Proponents should seek clarification on the need for work Permits from the Government of Bermuda Department of Immigration. No direct assistance will be given by the Bermuda Housing Corporation.

Item 21 – Answer to Question

Question: Can the Government of Bermuda please provided any current technical specifications which are available with respect to this project?

Answer: Proponents are referred to the Deliverables detailed in Appendix D.

Item 22 – Answer to Question

Question: Will the climate scenarios we are evaluating the project against be provided by the client?

Answer: The Proponent will be required to determine climate Scenarios subject to reviewed by the client

Item 22 – Answer to Question

Question: The RFP it requests that we provide a “clear statement of inefficiencies and risks of the existing structure”, what is meant by structure?

Answer: In this context the structure relates to current management of the stakeholders.

Item 23 – Answer to Question

Question: Appendix C - Pricing: specifies that the pricing quoted must be all inclusive. How should the proposal deal with contingent services? i.e. sampling

Answer: The Schedule in Annex B provides for the Proponent to add any elements of work or expenditure not covered elsewhere in the Bid Price Analysis and are necessary in the execution of this work.

Item 24 – Clarification

Appendix D –A. The deliverables

Any consultations with MPW are expected to take place following the appointment of the successful proponent.

Item 25 – Clarification

It is intended for this solicitation to follow the governments’ procurement practice not have any verbal discussions on queries while the solicitation is open. Any quires must be submitted by email to the RFP contact.

END OF ADDENDUM #3

ANNEX H Attached