



GOVERNMENT OF BERMUDA

Ministry of Public Works

The Department of Public Lands and Building
Estates Section

REGUEST FOR PROPOSAL – HORSESHOE BAY BEACH HOUSE CAFÉ



HOSESHOE BAY BEACH HOUSE CAFÉ
94 SOUTH SHORE ROAD, SOUTHAMPTON WK01

ADDITIONAL INFORMATION & REQUIREMENTS
FOR SUBMISSION OF PROPOSAL



GOVERNMENT OF BERMUDA

Ministry of Public Works

The Department of Public Lands and Building
Estates Section

ADDITIONAL INFORMATION AND REQUIREMENTS FOR SUBMISSION OF PROPOSAL

Objectives

The objectives of the leasing initiative are to:

- Improve the Café and beach experience to meet the needs and expectations for beach-goers – locals and visitors
- Encourage robust services or schemes capable of helping to realize the highest and best use for the property
- Assist in the long-term growth of a high level beach experience, which is healthy, safe and secure.

Evaluation of Proposal

The purpose of this information is to outline the evaluation and selection process and specify the minimum requirements to be met by prospective tenants.

Selection Processes

Phase 1: Evaluation of proposal

Phase 2: Shortlisting for presentation in support of proposal – clarification & additional information may be required (Prospective tenants shortlisted will be notified and invited to make a presentation. Unsuccessful proposers will be notified after the shortlisting.

Phase 3: There may be interview prior to decision on selected prospective tenant

Phase 4: Selection, Lease offer, drafting negotiations and completion (The Government may or may not proceed with any of the stages and it is within its right to cancel, postpone or withdraw the request for proposal (RFP) process at any time. This RFP does not commit the Government to engage or execute a lease with any prospective tenant).

The Government is not bound to select the highest scoring or highest rental proposer

Response to the Request for Proposal Content

Prospective Tenants are expected to provide at a minimum, information on the items listed in tender requirements and **specifically the Selection Criteria below** when submitting their proposal



GOVERNMENT OF BERMUDA

Ministry of Public Works

The Department of Public Lands and Building
Estates Section

Selection Criteria or Proposal Requirements for Scoring Matrix

The proposal submission **should include the following**:

1. Description of proposed services in keeping with a beach resort experience.
2. Business Concept and Plan in keeping with Government aspiration for the beach resort.
3. Evidence of experience operating and/or managing similar ventures and previous business experience relating to services, improvements (if any) and other specific proposals.
4. Financial Plan for making the services sustainable - providing business plans that demonstrate financial capability and viability.
5. Reasonable annual or monthly rental offer for the 5 year renewable lease. Justification that rental offer as realistic considering reasonable business considerations and value for money (So as not to give concern of possible default in rental payment due to overstated rental, that could impact on other services and return on investments).
6. Resources for management and compliance with Commercial Leasing arrangements.
7. Considerations for support from prospective tenant in championing environmentally friendly (eco-friendly) and “sustainable” services/processes/uses and planning; including support for efficient management of refuse/trash disposal; and evidence that such could be achievable.
8. Demonstration of health/cleanliness, safety and security plans in collaboration with Environmental Health and Parks Departments provisions.
9. Demonstration or details on effective management of hired beach furniture (chairs, umbrellas, etc.) to avoid Parks Department having issues with managing the beach floor.
10. Proposal to carry out improvement works that will sustain and make the services and beach experience with the Café better.
11. Financial capability to carry out proposed improvements within appropriate timeframe and also run the Café effectively.
12. Demonstration of consideration of opportunities that will benefit locals in the scheme, in relation to use of the beach and services provided to beach users.
13. Overall consideration showing a thought out plan to support in making the Horseshoe Bay Beach resort experience a top destination.



GOVERNMENT OF BERMUDA

Ministry of Public Works

The Department of Public Lands and Building
Estates Section

Confidentiality

The information contained in the response to this RFP relates to a commercial lease/venture and as such it must be treated with the confidentiality it deserves. Prospective tenants must maintain the confidentiality of discussions and dealings in relation to this request and of any discussions or negotiations occurring between the Government and the prospective tenant, whether before or after submission of proposal.

Conflict of Interest

Prospective tenants must disclose any actual or potential conflict of interest and how such conflict is proposed to be addressed.

Where the Estates Section/Department of Public Lands & Buildings is not satisfied that appropriate action has been taken to address the conflict of interest, the associated prospective tenant will be notified and their submission may be excluded from the process.

A proposal will be excluded from consideration if, in its preparation, any prospective tenant misuses any position or knowledge or opportunity which the person may have (or may have had) relating to activities of the Government or the assessment of responses.

Answers to Queries or Requests for Further Information

Answers to requests for further information from Estates Section/Department of Public Lands & Buildings may be given verbally or in writing from the Estates Officer managing the processes, at the sole discretion of the Estates Section/Department of Public Lands & Buildings. **Where, in the opinion of the Estates Section/Department of Public Lands & Buildings, further information provided to one prospective tenant should be provided to all potential proposers, such information will be given to all others.**

Prospective tenants shall be obliged to respond to queries or request for additional or further information or for clarifications sought by Estates Section/Department of Public Lands & Buildings. Failing to respond may result in outright exclusion from the proposal consideration and selection process, at the absolute discretion of Estates Section/Department of Public Lands & Buildings.



GOVERNMENT OF BERMUDA

Ministry of Public Works

The Department of Public Lands and Building
Estates Section

Transparency Obligations

The Government is committed to ensuring competition for this initiative is fair and open.

If a prospective tenant is found to have made false or misleading claims or statements, or obtains confidential information, or received improper assistance, the Estate Section/Department of Public Lands & Buildings reserves the right to exclude at any time any proposal that is submitted by or on behalf of the prospective tenant.

Each prospective tenant and its officers, employees, agents and advisers must not engage in any collusive submissions, anti-competitive conduct or other similar conduct with any other proposers or any other person in relation to the preparation or submission of its proposal.

Disclosure of Information

No prospective tenant shall provide any information, make any statement or issue any document or other written printed material relating to a proposal or this RFP as a whole for publication in any of the media without the prior written approval of the Government. Any such Disclosure of Information may disqualify the proposer or proposal.

NOTE:

If you have received this Request for Proposal from a third party or downloaded from our website, please send an email with your contact information to the Estates Officer managing the process at kagyakwa-duodu@gov.bm with the subject heading "Horseshoe Bay Beach House Café RFP". This will ensure that you receive all notifications regarding this RFP, such as additional information, addenda or deadline extensions, etc.