

## BEDC Procurement Notice

### Request for Proposals

# Bermuda Cooperative Legislation

BEDC - RFP 2020/01

February 4, 2020

## 1. Executive Summary

- 1.1 The Bermuda Government is desirous of creating a cooperative eco-system in Bermuda and as such, appointed a Director of Economic and Cooperative Development in February 2018 within the Bermuda Economic Development Corporation. Since that time, the Director has involved the Island in continuous cooperative education and public engagement initiatives aimed at raising the awareness, knowledge, and skills of cooperatives. Now, in order to shore up and progress the cooperative framework, the BEDC and the Government believe specific cooperative legislation is needed.
- 1.2 BEDC is requesting proposals from qualified legal persons and firms to research and develop a legal policy on Cooperatives leading to the creation of legislation for Bermuda so that cooperatives can be considered by entrepreneurs, companies, and business owners as a viable business model and legal structure for their enterprises.
- 1.3 **The scope of services includes the following:**
  - 1.3.1.1 Research and review of Bermuda's company/business legislation.
  - 1.3.1.2 Research and review of cooperative legislation internationally.
  - 1.3.1.3 Recommendations on policy and legislative provisions.
  - 1.3.1.4 Recommendations on amendments to existing legislation or the creation of new legislation.
  - 1.3.1.5 Drafting of legal policy document recommending the best legislative options, creating the legislation framework, and inclusion of the provisions which should be in the cooperative legislation.
  - 1.3.1.6 Drafting cabinet memorandum for approval of cooperative legislation and the drafting instructions required to create the act.
  - 1.3.1.7 Drafting legislative brief for debate of legislation by Bermuda's Parliament.
  - 1.3.1.8 Presenting draft legislation to the public for best inputs.

## 2. Submission Deadline

Vendor proposals must be submitted by **5:00 pm Friday, February 28, 2020**. Proposals received after the deadline will be deemed non-compliant and will not be considered.

### 3. Proposal Submission

- 3.1 Proposals may be submitted via email to [wspriggs@bedc.bm](mailto:wspriggs@bedc.bm), with a copy sent to [jstarling@bedc.bm](mailto:jstarling@bedc.bm). Emails that contain RFP proposal submissions should contain the following information in the subject line: **“Cooperative Legislation for Bermuda RFP – <Company Name>”**.
- 3.2 Proposals may also be mailed, or hand delivered to the following address:

**Bermuda Economic Development Corporation  
Sofia House  
48 Church Street  
Hamilton HM 12  
Bermuda  
Attention: W. Spriggs**

### 4. Pre-submission Information

All inquiries regarding this RFP must be made by email with **“Cooperative Legislation for Bermuda”** in the subject line, by **Wednesday, February 12, 2020**. Please send all inquiries to [wspriggs@bedc.bm](mailto:wspriggs@bedc.bm) with a copy to [jstarling@bedc.bm](mailto:jstarling@bedc.bm). All vendors will be notified of the inquiries, without identifying the source, along with the response provided by the BEDC.

### 5. Project Authorities

Executive Sponsor	Erica Smith, Executive Director of BEDC
Contract Authority	William Spriggs, Economic and Cooperative Development Director
Project Driver	Jonathan Starling, Economic and Cooperative Development Officer

### 6. Summary of Key Dates

Request for Proposals published	<b>Tuesday, February 4, 2020</b>
Deadline for inquiries	<b>Wednesday, February 12, 2020 5:00pm (AST)</b>
Submission Deadline	<b>Friday February 28, 2020 5:00 pm (AST)</b>
Vendor selection (this date subject to change and respondents will be notified accordingly)	<b>Friday March 20, 2020 5:00 pm (AST)</b>