



Caribbean Community  
Climate Change Centre  
(CCCCC)



INTRA-ACP GCCA+ PROGRAMME An initiative of the ACP Group of States funded by the European Union's European Development Fund

Project: Enhancing Climate Resilience in CARIFORUM Countries

## **CALL FOR TENDER: GENERAL INFORMATION**

### **I.1) Name and address Contracting Authority**

Official name: The Caribbean Community Climate Change Centre (CCCCC), Belize  
Postal address: 3rd Floor, David McKoy Business Center, P.O. Box 563, Belmopan, Belize  
E-mail: [tsanderson@caribbeanclimate.bz](mailto:tsanderson@caribbeanclimate.bz)  
Internet address: <https://www.caribbeanclimate.bz/>

### **II.1.1) Title:**

**Contract Title: Retrofit Cisterns and Install Water Tanks, St Kitts and Nevis**

### **II.1.2) Main CPV<sup>1</sup> code**

**44611400-0**

### **II.1.3) Type of contract**

Works

### **II.1.4) Short description of the contract**

The works consist of retrofitting existing cisterns and installing water storage tanks at educational institutions in St. Kitts & Nevis. These institutions include nurseries, day care centers, primary and secondary schools. Existing systems will be retrofitted, and pumping systems installed. In other cases, new storage tanks will be installed along with pumps, electrical, plumbing systems and housing for equipment. **The HPDE water tanks will be provided to the contractor.**

### **IV.1.1.) Type of Procedure**

Local Open

### **II.1.6) Information about lots**

This contract is divided into lots: **No**

## **CALL FOR TENDER: INFORMATION PER LOT**

### **II.2) Description**

Retrofitting of Cisterns and Installation of HDPE Storage Tanks

### **II.2.3) Place performance**

Geographical zone benefitting from the action: St Kitts and Nevis

### **II.2.5) Award Criteria**

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<sup>1</sup> The Common Procurement Vocabulary (CPV) is the mandatory reference nomenclature applicable to procurement contracts. The list of CPV codes is available on: <http://simap.ted.europa.eu/en/web/simap/cpv>

Price

**II.2.14) Additional information**

Additional services/works : N/A

**IV.2.2) Time limit for submission of tenders or requests to participate**

Date: **Tuesday, 7 December 2021**

Local Time: 5:00 PM Belize Time

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: **3 months** (from the date stated for receipt of tender) – Tender Validity Period

**IV.2.7) Conditions for opening of tenders**

Date: **Wednesday, 8th December 2021**

Local time: 1:00 PM Belize Time

Place: Virtual

Information about authorised persons and opening procedure: Only authorised bidders representatives will be allowed to participate in the virtual session

## Additional information about the Contract Notice

**Contract Title: Retrofit Cisterns and Install Water Tanks, St Kitts and Nevis**

**Publication reference: WKS/009/SKN**

1. **Nature of contract: UNIT PRICE**
2. **Programme title: European Development Fund** under the Intra ACP Global Climate Change Alliance (GCCA+) Programme **“Enhancing Climate Resilience in CARIFORUM.”**
3. **Financing:** EDF Financing Agreement
4. **Eligibility and rules of origin**

Participation in tendering is open on equal terms to all natural and legal persons (participating either individually or in a grouping – consortium – of candidates/tenderers) which are established in one of the Member States of the European Union, ACP States or in a country or territory authorised by the ACP-EC Partnership Agreement under which the contract is financed (see also heading ‘Legal basis’ below). Participation is also open to international organisations.

All supplies under this contract must originate in one or more of these countries. However, they may originate from any country when the amount of the supplies to be purchased is below EUR 100 000.]

For UK candidates or tenderers: Please be aware that following the entry into force of the EU-UK Withdrawal Agreement\* on 1 February 2020 and in particular Articles 127(6), 137 and 138, the references to natural or legal persons residing or established in a Member State of the European Union and to goods originating from an eligible country, as defined under Regulation (EU) No 236/2014\*\* and Annex IV of the ACP-EU Partnership Agreement\*\*\*, are to be understood as including natural or legal persons residing or established in, and to goods originating from, the United Kingdom \*\*\*\*. Those persons and goods are therefore eligible under this call.

\* Agreement on the withdrawal of the United Kingdom of Great Britain and Northern Ireland from the European Union and the European Atomic Energy Community.

\*\* Regulation (EU) No 236/2014 of the European Parliament and of the Council of 11 March 2014 laying down common rules and procedures for the implementation of the Union's instruments for financing external action.

\*\*\* Annex IV to the ACP-EU Partnership Agreement, as revised by Decision 1/2014 of the ACP-EU Council of Ministers (OJ L196/40, 3.7.2014)

\*\*\*\* including the Overseas Countries and Territories having special relations with the United Kingdom, as laid down in Part Four and Annex II of the TFEU

### 5. Candidature

All eligible natural and legal persons (as per item 4 above) or groupings of such persons (consortia) may apply.

A consortium may be a permanent, legally-established grouping or a grouping which has been constituted informally for a specific tender procedure. All partners of a consortium (i.e., the leader and all other partners) are jointly and severally liable to the contracting authority.

The participation of an ineligible natural or legal person will result in the automatic exclusion of that person. In particular, if that ineligible person belongs to a consortium, the whole consortium

will be excluded.

**6. Number of applications or tenders**

No more than one application or tender can be submitted by a natural or legal person whatever the form of participation (as an individual legal entity or as leader or partner of a consortium submitting an application/tender). In the event that a natural or legal person submits more than one application or tender, all applications or tenders in which that person has participated will be excluded.

In case of lots, the candidates or tenderers may submit only one application or tender per lot. Contracts will be awarded lot by lot and each lot will form a separate contract.

Tenders for parts of a lot will not be considered. Tenderers may not submit a tender for a variant solution in addition to their tender for the works or supplies required in the tender dossier.

Any tenderer may state in its tender that it would offer a discount in the event that its tender is accepted for more than one lot.

**7. Tender guarantee: No tender guarantee is required.**

**8. Performance guarantee**

The successful tenderer will be asked to provide a performance guarantee of **5%** of the amount of the contract at the signing of the contract. This guarantee must be provided together with the return of the countersigned contract no later than 30 days after the tenderer receives the contract signed by the contracting authority. If the selected tenderer fails to provide such a guarantee within this period, the contract will be void and a new contract may be drawn up and sent to the tenderer which has submitted the next cheapest compliant tender.

**9. Information meeting and/or site visit: No information meeting is planned**

**10. Tender validity**

Tenders must remain **valid for a period of 3 months** after the deadline for submission of tenders. In exceptional circumstances, the contracting authority may, before the validity period expires, request that tenderers extend the validity of tenders for a specific period.

**11. Grounds for exclusion**

Candidates or tenderers must submit a signed declaration, included in the application form or tender form, to the effect that they are not in any of the situations listed in Section 2.6.10.1 of the **practical guide (PRAG)**. Where the candidate or tenderer intends to rely on capacity providing entities or subcontractor(s), he/she must provide the same declaration signed by this/these entity(ies).

Candidates or tenderers included in the lists of EU restrictive measures (see Section 2.4. of the PRAG) at the moment of the award decision cannot be awarded the contract.

**12. Sub-contracting: Sub-contracting is allowed.**

**13. Provisional date of invitation to tender**

October 8<sup>th</sup>, 2021

**14. Provisional commencement date of the contract**

January 2022

**15. Period of implementation of tasks**

**10 months** from Contract Signature

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**[SELECTION AND AWARD CRITERIA**

**16. Selection criteria**

The selection criteria are described in section 12.2 of the instruction to tenderers

**17. Award criteria**

**The most economically advantageous tender is the technically compliant tender with the lowest price.**

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**APPLICATION AND TENDERING**

**18. How to obtain the tender dossier**

The tender dossier is available from

**The tender dossier is available by email request to [tsanderson@caribbeanclimate.bz](mailto:tsanderson@caribbeanclimate.bz).**

Tenders must be submitted using the standard tender form included in the tender dossier, whose format and instructions must be strictly observed.

Any request for additional information must be made in writing to **Theresa Sanderson, Procurement Officer** mailto: [tsanderson@caribbeanclimate.bz](mailto:tsanderson@caribbeanclimate.bz) at the latest 21 days before the deadline for submission of tenders stated at section IV.2.2) of the contract notice. The contracting authority has no obligation to provide additional information after this date.

The contracting authority must reply to all tenderers' questions at least 11 days before the deadline for receipt of tenders.

The questions and answers will be published the centre website at Procurement – Caribbean Community Climate Change Centre ([caribbeanclimate.bz](http://caribbeanclimate.bz)) The website will be updated regularly and it is the tenderer's responsibility to check for updates and modifications during the submission period.

**19. Tender opening session**

<b>Tender opening session</b>	Wednesday 8 <sup>th</sup> December 2021	1:00 PM Belize Time
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**20. How applications may be submitted**

- Tenders must be submitted in English exclusively to the contracting authority, using the means specified in point 8 of the instructions to tenderers. **THE ELECTRONIC PROCUREMENT SYSTEM OF THE CENTRE WILL BE UTILISED FOR**

**SUBMISIONS.** [E-bid Submission From – Caribbean Community Climate Change Centre \(caribbeanclimate.bz\)](http://caribbeanclimate.bz)

- Tenders submitted by any other means will not be considered.
- By submitting a tender, tenderer accept to receive notification of the outcome of the procedure by electronic means.

Applications submitted by any other means will not be considered.

By submitting an application candidates accept to receive notification of the outcome of the procedure by electronic means. Such notification shall be deemed to have been received on the date upon which the contracting authority sends it to the electronic address referred to in the application form.

**21. Deadline for submission of applications**

<b>Deadline for submitting tenders</b>	<b>Tuesday, 7 December 2021</b>	<b>5:00 PM Belize Time</b>
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*Any application sent to the contracting authority after this deadline will not be considered.*

**22. Clarifications on the contract notice**

Any request for additional information must be made in writing to [tsanderson@caribbeanclimate.bz](mailto:tsanderson@caribbeanclimate.bz) at the latest 21 days before the deadline for submission of tenders stated at section IV.2.2) of the contract notice. The contracting authority has no obligation to provide additional information after this date.

The contracting authority must reply to all tenderers' questions at least 11 days before the deadline for receipt of tenders.

The questions and answers will be published the centre website at Procurement – Caribbean Community Climate Change Centre ([caribbeanclimate.bz](http://caribbeanclimate.bz)) The website will be updated regularly and it is the tenderer's responsibility to check for updates and modifications during the submission period.

**23. Alteration or withdrawal of applications**

Applicants may alter or withdraw their applications by written notification prior to the deadline for submission of applications. No applications may be altered after this deadline.

The withdrawal or alternation must be made in accordance with the instructions to tenderers and through the Centre Electronic Bidding System.

**24. Language of the procedure**

All written communications for this tender procedure and contract must be in English.

**28. Legal basis**

Annex IV to the Partnership Agreement between the members of the African, Caribbean and Pacific Group of States of the one part, and the European Community and its Member States, of the other part, signed in Cotonou on 23 June 2000 as amended in Luxembourg on 25 June 2005 and in Ouagadougou on 22 June 2010. Reference is made to Annex IV as revised by Decision 1/2014 of the ACP-EU Council of Ministers of 20 June 2014.

**29. Additional information**

N/A