

Recovery and Development Agency Quick Contracting Invitation to Tender



BOOKLET 3

REQUIREMENTS DOCUMENT

FOR

THE DESIGN, SUPPLY AND INSTALLATION OF STADIUM LIGHTING

AT

THE A.O. SHIRLEY RECREATIONAL GROUND SITE, ROAD TOWN, TORTOLA

Recovery and Development Agency

Head of Procurement

Recovery and Development Agency
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British Virgin Islands

Invitation to Tender No. ITT/0012

Due for Return on **28 Mar 19**
By **1600 hours**

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The contents of this Invitation to Tender must not be disclosed to unauthorised persons and must be used only for the purposes of tendering. Please read these documents carefully before tendering.

Introduction

1. During the 2017 hurricanes the A.O. Shirley Recreational Ground track-and-field lighting system was damaged. The old system was composed of 7 light posts/stanchions. Three (3) of these have survived the hurricane, and 4 have been destroyed. This has left the track without sufficient external lighting, restricting its use to daylight hours.
2. The existing system used halogen lights which were expensive to maintain and not energy-efficient. The recovery and Development Agency (known as the 'Authority') requires replacement and improvement of the system, using LED lights. This system will reduce energy consumption and maintenance requirements.
3. The Scope of Works for this contract includes:
 - 3.1. **Design.** The contractor will need to design a LED lighting system which meets IAAF requirements for lights. The exact detail of this requirement (extracts from the manual) is attached to this Scope of Works.
 - 3.2. **Supply / Procurement.** All items required for the new lighting system will be procured by the contractor.
 - 3.3. **Installation.** Erection of the lighting posts, post bases, and installation of the lights, cabling, distribution boards and switch system.

Location

4. The AO Shirley Recreational Ground is in Road Town. Figure 1 below shows the facility, with the existing (in red) and suggested (in yellow) location for the lights. The green dot shows where the Facilities Manager office will be and where the breaker panel will be installed.

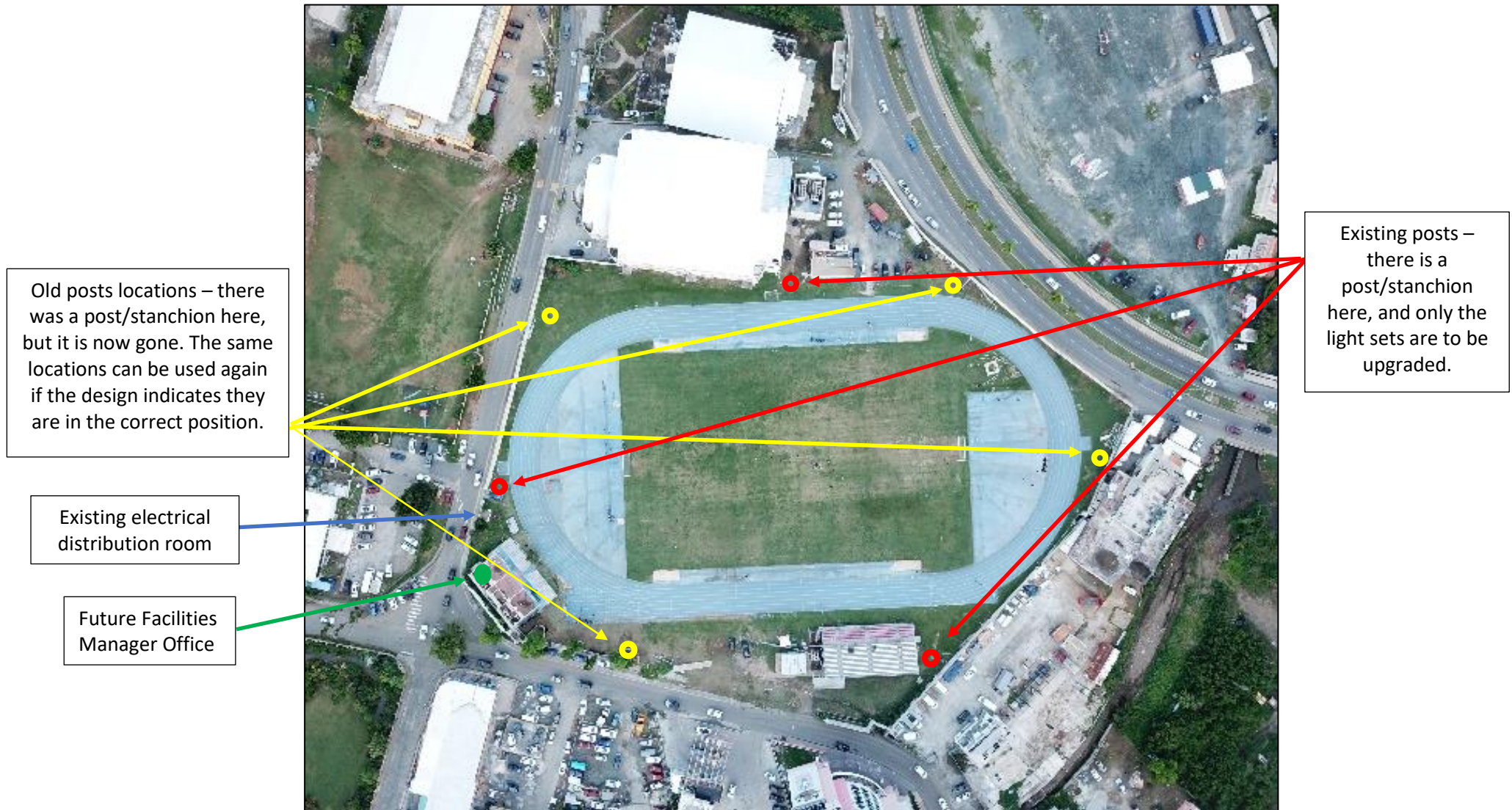


Figure 1. A.O. Shirley Recreational Ground, with existing and proposed position of lighting posts

5. There are 3 existing posts which are operational. In addition to these, 4 more are to be installed. The preliminary location of these is shown in Figure 1 but the exact location should be confirmed by the contractor during the design phase. The Authority accepts this is subject to change at the Contractor's discretion prior to the completion of the design drawings.

SCOPE OF WORKS

6. The scope of this project is to design and install a new field lighting system at A.O. Shirley Recreational Ground, to enable the track-and-field to be used in low-light or no-light conditions. The Contractor is to design, procure and install the system in accordance with the Scope of Works listed below.

7. The Scope of Works sections do not contain the full specification details and are an aid to the Contractor to understand and assess the specific work required. If the contractor has any questions they are to contact the Authority in the first instance.

7.1. Design. The contractor is required to complete a design for the lighting, including all ancillary requirements (lighting posts, post bases, cabling, distribution boards and switch systems).

7.1.1. The design needs to meet the IAAF Manual lighting requirements Chapter 5.1, which is provided as part of this Scope of Works.

7.1.2. The contractor is to ensure that all necessary design drawings are prepared.

7.1.3. Each set of lights must be configured such that 50% of the lights on each post can be turned off whilst the other 50% remain on. This is so that the entire system will have two modes (50% lit, with half the bulbs on, and 100% lit with all the bulbs on). This must be controllable from a Facilities Manager's office, the location of which is indicated on Figure 1.

7.1.4. The new electrical system needs to be connected to the mains power supply and be capable of being connected to a provisional/future generator.

7.2. Supply / Procurement. The contractor is required to procure all the items required for the installation of the new lighting system. The system must be of sufficient quality and suitable for use in local weather conditions.

7.3. Construction of post bases. In the event that new concrete bases for the posts need to be constructed, then the contractor is responsible for the design and construction of these bases, and ensuring any underground services are avoided. If there is likely to be a breach of existing services, advice is to be sought from the Authority before proceeding with any excavation.

7.4. Installation of the new lighting system. The Contractor shall install the new lighting system as designed and procured in accordance with 7.1 and 7.2.

7.4.1. Any existing systems need to be inspected and tested. If cables are damaged they should be replaced and if bulbs or posts are damaged they should be repaired. All works should be conducted in line with local ordnance.

7.4.2. As explained in 7.1.3, there will be a switching system for controlling the brightness of the lights by turning 50% of the bulbs off on each post. All switches to

control this will be located at the future Facility Manager's Office, which is to be inside the Pavilion as explained in Figure 1. A breaker panel needs to be installed.

7.4.3. The contractor is responsible for installing the distribution system. There is a small structure next to the pavilion that is current used for this function. This is highlighted on Figure 1.

7.4.4. The Contractor is responsible for the disposal of all removed material. If the item is in order and can be used again the Facilities Manager will advise where to store the item. If not them the item will be disposed at the incinerator.

7.4.5. The Contractor needs to follow Healthy & Safety standards and all workers need to wear proper PPE while working in this project.

Queries and Responses

Any questions are welcomed, and responses are to be made directly to the Recovery and Development Agency's Procurement Team who can be contacted using the following details:

Head of Procurement

E-mail: Procurement@bvirecovery.vg

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