

Recovery and Development Agency Quick Contracting Invitation to Tender



BOOKLET 3

REQUIREMENTS DOCUMENT

FOR

CONSTRUCTION OF THE PERIMETER WALL

AT

**THE A. O. SHIRLEY RECREATIONAL GROUNDS SITE,
ROAD TOWN, TORTOLA**

Recovery and Development Agency

Head of Procurement

Recovery and Development Agency
Ritter House
Wickham's Cay II
Road Town, Tortola, VG 1110
British Virgin Islands

Invitation to Tender No. ITT/0013

Submission Deadline:
Tuesday 2nd April 2019
Time: **1600 hours**

REQUIREMENTS

FOR

THE CONSTRUCTION OF THE PERIMETER WALL

AT

**THE A. O. SHIRLEY RECREATIONAL GROUNDS SITE,
ROAD TOWN, TORTOLA**

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.

SUMMARY

1. Sections of the original concrete wall around A.O. Shirley Recreational Ground failed during the 2017 hurricane, with some areas sustaining damage and some failing completely. This has left large gaps in the perimeter of the Grounds.
2. A perimeter wall containing recycled plastic panels will be installed. The scope of work for this contract will include:
 - 2.1. **Procurement.** All items required for construction will be procured by the contractor (except the recycled plastic panels which will be provided by the authority).
 - 2.2. **Construction of support structure and gates.** Construction of the gate posts and installation of the gates. Construction of the wall foundations and frame, ready to accept the recycled plastic panels.
 - 2.3. **Installation of recycled plastic panels.** Installing/mounting the recycled plastic frames onto the supporting structure.

LOCATION

- The A.O. Shirley Recreational Ground is in Road Town, Tortola. Figure 1 shows the facility, with the perimeters that require repair or construction shown in red, and the approximate location of the gates shown in yellow and green. The detailed location is provided in the attached drawing pack.



Figure 1 - A.O. Shirley Grounds, with areas of the perimeter requiring new construction works.

- The distance of perimeter wall to be constructed is 170m (558ft).** The new wall will join onto the current perimeter wall, to ensure a continuous perimeter around the ground.

SCOPE OF WORKS

- The scope of this project is to install a perimeter wall around the A. O. Shirley Recreational Ground, to provide a fit-for-purpose barrier for the grounds. The Contractor is to procure and construct the works to be completed in accordance with the Scope of Works listed below.
- The Scope of Works sections do not contain the full specification details and are an aid to the Contractor in understanding the specific work required for each element.

6.1. Design.

The contractor will receive the design from the RDA and is required to build the fencing foundations and frame on which the recycled panels will be mounted.

- 6.1.1. The design life of the wall is to be 30 years;
- 6.1.2. The contractor is to ensure that the foundations, pillars and beams between the pillars are built in accordance with the design provided;
- 6.1.3. The contractor is to build all gates to ensure at they cannot be seen through, and they are lockable and secure;
- 6.1.4. The contractor is to ensure that suitable drainage channels have been considered and constructed, to provide adequate run off for expected rainfall levels throughout the year;
- 6.1.5. The contractor should also consider the aesthetic components of the wall, the quality and finish of the fence must be a high standard – appropriate for a national facility.

6.2. Procurement.

- 6.2.1. The contractor is required to procure all the items required by the design (less the recycled plastic components), so that the perimeter wall can be constructed;
- 6.2.2. Timber should be avoided. Where used, any timber used in the construction must be appropriately treated for protection against the weather and termites/insects;
- 6.2.3. All fixtures and fittings must be of sufficient quality and weatherproof as far as practicable.

6.3. Construction of support structure and gates.

- 6.3.1. The contractor is responsible for clearing the area for the new wall, inclusive of the removal existing temporary fence, and scanning to ensure any underground services are avoided. If there is likely to be a breach of existing services, advice is to be sought from the RDA before proceeding with any excavation;
- 6.3.2. The contractor is to prepare the groundwork, including foundations for the pillars, installation of the pillars and supporting structure in accordance with the provided design;

- 6.3.3. The contractor is responsible for cutting back the necessary areas of the existing wall and making good, such that the new fence can adjoin the old wall in a continuous manner. Figure 3 below shows the detail of some of the damaged walls that will need to be made good. The design does specify what need to be done for each specific location.



Figure 2 - Photograph of existing damaged walls to be cut back and made good.

- 6.3.4. The contractor is to install all vehicle and pedestrian gates and ensure they operate correctly;
- 6.3.5. The contractor is to isolate the work areas as necessary from the public and ensure the safety of workers and pedestrians and ensure the appropriate sign safety is in place;
- 6.3.6. The contractor needs to maintain the safety of the track area, making sure there are no gaps in the perimeter fence;
- 6.3.7. The contractor is responsible for provision of adequate power supply for this work;

6.4. Installation of recycled plastic panels.

- 6.4.1. The contractor is responsible for fixing the recycled plastic fence panels to the supporting structure. The fixing method for the panels is indicated on the structural drawings.
- 6.4.2. The scheduling for the installation of the plastic panels is dependent on the availability of the recycled panels. The first shipment of panels is due to arrive in the first week of March 2019. The contractor is to ensure

availability of personnel for fixing the fence panels to the frame as they arrive on site. The RDA will provide a schedule of the estimated arrival times of the panels as it becomes available. A panel should be available for inspection at the RDA should contractors wish to view it; however full details are available in the drawings provided.

FORMAT FOR RETURNS

Contractors will be assessed based on the level of detail in their Bill of Quantity, the price they submit, how quickly they can mobilise to commence works. Contractors are requested to provide the following information as part of their submission:

1. **Overall price.** A lump-sum fixed price for the completion of the works described above.
2. **Bill of Quantities**, detailing the costs and breakdown in detail of:
 - a. Mobilisation (Preliminaries);
 - b. Insurances (if required);
 - c. Labour;
 - d. Materials & Equipment;
 - e. Overheads and Profit.
3. **Method statement.** The proposed method is to be submitted. This should include details of:
 - a. Health and safety plan to for the operatives and the office staff.
 - b. Detailed breakdown of how you will conduct the works.
4. **Estimated programmes of works.** Each programme should include details of:
 - a. How soon works could start from contract signature;
 - b. Individual activities to be conducted and how long they will take;
 - c. An estimated completion date.

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

Telephone: +1 (284) 393 8003

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