

# **RE-ADVERTISEMENT GOVERNMENT NOTICE**

**REQUEST FOR PROPOSALS (RFP) FOR THE REVIEW OF (i) TOWN AND COUNTRY PLANNING DEVELOPMENT ORDER, 1972 (ii) TOWN AND COUNTRY PLANNING REGULATIONS 1972 AND (iii) PARKING AND DENSITY SITE PLANNING STANDARDS IN USE BY THE TOWN AND COUNTRY DEVELOPMENT PLANNING OFFICE.**

1. The Town and Country Development Planning Office is desirous of attaining proposals from competent consultants for the Review of the Town and Country Planning Development Order, 1972; Town and Country Planning Regulations 1972; and Parking and Density Site Planning Standards in use by the Town and Country Development Planning Office.
2. The objective of the exercise is to carry out a comprehensive review and amendment to the Town and Country Planning Development Order, 1972 in order to ensure that it is representative of a dynamic modern planning system. Copies of the Terms of Reference including the scope of works are available from the Chief Town Planner, Town and Country Development Planning Office, Block 'C', The Garrison, St. Michael, Monday to Friday between 8:15 a.m. and 4:30 p.m. A non-refundable fee of BDS \$50.00 or US \$25.00 must accompany each request for tender documents. The method of payment must be in the form of cash or a certified cheque made payable to the Accountant General.
3. Interested Consultants/Firms are invited to apply in writing detailing:-
  - (a) **Familiarity with the role and function of the Town and Country Development Planning Office;**
  - (b) **Familiarity with the policies of the Physical Development Amended Plan 2003;**
  - (c) **A capability in all aspects of urban planning/town planning particularly development control, forward planning and review of policy and procedures.**
  - (d) **Qualifications and work experience of all personnel to be assigned to the Study.**
  - (e) **The consultant/consulting firm shall have a minimum of ten (10) years experience in land use planning.**
  - (f) **Relevant project experience completed within the last five (5) years; and**
  - (g) **References.**

4. Interested Consultants/Firms must include with their submissions a copy of the Company's Certificate of Incorporation as evidence of the fact that the Company is an existing registered company as at the date of the Request for Proposals. **FAILURE TO PROVIDE THE CERTIFICATE OF INCORPORATION WILL RENDER THE SUBMISSION VOID.** The certificate must be in the name the firm submitting the proposal.
5. The successful Tenderer will be required to enter into a contract in a form approved by the Solicitor General or another Legal Officer in the Public Service nominated by her and must provide surety for the performance of the Contract by one of the following methods:
  - (a) by way of a deposit with the Treasury of a sum of money or approved securities to the value of not less than 10 percent of the Contract price; or
  - (b) by way of a bank or an accredited insurance company whose liability shall not be less than 10 per cent of the contract price. The cost of obtaining such surety shall be the responsibility of the Contractor who need not specifically make arrangements for sureties unless and until his tender has been accepted; or
  - (c) by way of satisfactory personal sureties.
6. Local Tenderers are advised that the Certificate of Incorporation referred to at paragraph four means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados, or where applicable, a Certificate of continuance and/or a Certificate of Amalgamation, or a Certificate or Amendment. Certificates must be dated after December 31, 1984.
7. The Certificate of Incorporation must be submitted in the envelope with the Technical Proposal.
8. Any firm incorporated outside of Barbados which is awarded the contract should register in Barbados as an External Company under the Companies Act of Barbados.
9. **INTERESTED CONSULTANTS/FIRMS SHOULD BE AWARE THAT THE LABOUR CLAUSES (PUBLIC CONTRACTS) ACT CAP. 349 SHALL IN SO FAR AS IS APPLICABLE, APPLY TO ANY CONTRACT MADE IN RESPECT OF THE PROPOSAL. FULL DETAILS OF THE CONDITIONS OF THE ACT, CAP. 349 MAY BE**

**OBTAINED FROM THE CHIEF LABOUR OFFICER, LABOUR DEPARTMENT, 2<sup>ND</sup> FLOOR EAST WING, WARRENS OFFICE COMPLEX, ST. MICHAEL. APPLICANTS SHOULD SUBMIT THE CERTIFICATE REQUIRED BY PARAGRAPH 3 OF THE SCHEDULE TO THE ACT WITH THEIR APPLICATION.**

10. The Completed Technical Proposal and Price Proposal in separate envelopes must be submitted in one larger outer envelope marked **REQUEST FOR PROPOSALS FOR THE REVIEW OF:**

- (i) Town and Country Planning Development Order, 1972
- (ii) Town and Country Planning Regulations 1972; and
- (iii) Parking and Density Site Planning Standards in use by the Town and Country Development Planning Office.

and must be addressed to:

**The Chairman  
Tenders Committee  
%Central Purchasing Department  
Fontabelle  
St. Michael, Barbados**

To reach her not later than 4:30 p.m. Barbados time, Wednesday, October 17<sup>th</sup> 2007, Proposals reaching the Central Purchasing Department AFTER the closing time will NOT be considered.

11. The Proposals must be placed in the Tenders Box located at the Central Purchasing Department, Fontabelle, St. Michael.
12. The Barbados Government does not bind itself to accept the lowest or any tender.