



Belize Procurement Week

Bridging the gap between local supply capabilities and the demand for works, in Inter-Development Bank (IDB) and Caribbean Development Bank (CDB) financed projects.

BELIZE PROCUREMENT WEEK November 4th – 8th 2024





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PENDA
CONSULTING & DEVELOPMENT

Belize Procurement Week

Empowering Tomorrow's Bidders for Success

Marlon M. Martin
Procurement Consultant

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Understanding the Bidding Process

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Suppliers' View Bid Cycle

The Supplier Side Bid Cycle refers to the stages a supplier goes through when responding to a procurement opportunity

Step 1: Identify Opportunities.
(to be covered later under opportunities)

- How to find IDB / CDB procurement notices.
- Key platforms and tools: IDB website, United Nations Development Business (UNDB), Project Executing Unit, etc.
- Understanding eligibility requirements.

Step 2: Understand the Project Requirements

- The importance of reviewing the project scope and technical requirements.
- Typical sections to focus on: description, location, deadlines.

Step 3: Access the Bidding Documents

- Where to find bidding documents.

(to be covered later under opportunities)

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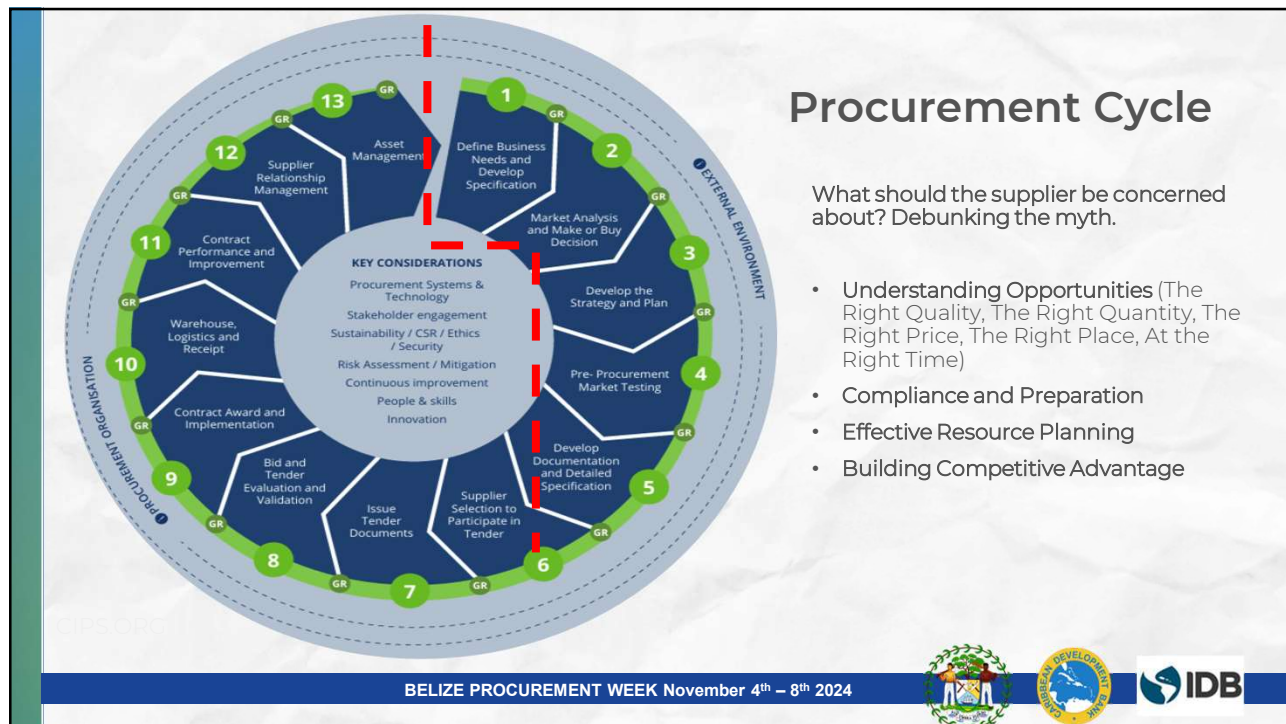
Suppliers' View Bid Cycle

1. Pre-Bid Cycle
2. Bidding Stage
3. Evaluation Stage
4. Award and Contracting Stage
5. Post-Contract Stage

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Saturday, October 19, 2024
guardian.co.tt

OPR orders Nipdec to shut down million-dollar bridge contract

DEREK ACHONG
Senior Reporter
derek.achong@guardian.co.tt

The National Insurance Property Development Company Ltd (Nipdec) has been ordered to terminate the multi-million dollar contract for the Ministry of Works and Transport's Valsayn Avenue Bridge.

The order was made by a three-member tribunal of the Office of Procurement Regulations (OPR) in a decision handed down yesterday afternoon.

Guardian Media understands that the decision stems from one of the first complaints made to the OPR since new procurement legislation took effect earlier this year.

It was also said to be the first time the OPR utilised its powers under the Public Procurement and Disposal of Public Property Act to order the termination of a contract due to breaches of the legislation.

In its order, obtained by Guardian Media, the tribunal, chaired by Sparkle Kirk-Selman and including members David Char-

erie and Herdis Lee Chee, stated that the procurement procedure used by Nipdec contravened section 5(1)(b) of the legislation, as it utilised evaluation criteria not disclosed to proponents before they submitted their technical proposals.

Legal sources said that the tribunal, which heard legal submissions in the case earlier this week, is expected to provide detailed reasons for its decision at a later date.

On September 19, Kall Co Limited (Kallco), through its legal team led by attorney Kiel Taklalsingh, asked the OPR to review the award of a contract for the Valsayn Avenue Bridge reconstruction and associated works undertaken by the ministry's Project Management Unit under the Programme for Upgrading Roads Efficiency (PURE).

Shortly after, another OPR tribunal issued an injunction stopping the project pending the outcome of the case.

In June, Nipdec invited tenders for the project and nine companies including Kallco submitted bids but one did not submit valid compliance certificates.

On September 9, Nipdec indicated that Maraj Hill had been awarded the contract for \$15,118,140.88.

Kallco's bid was the second lowest at \$13,213,752.75. The other unsuccessful bidders included Junior Sammy Contractors and Lutchmeesingh Transport Contractors Ltd.

Nipdec indicated that Kallco failed the technical approach, methodology and programme of execution of works.

It further stated that the firm provided generic information related to the key components of the works.

"Information regarding shoring, demolition of the existing bridge, construction of the abutment base and other area of the scope such as installation of drainage layer behind abutment and retaining wall, structural backfill behind abutment and erosion control measures was either vague or not mentioned," Nipdec stated.

While the minimum score for this category was 34 points, Nipdec said Kallco scored 27.75, while Maraj Hill scored 90.5 points out of 100 in the technical/financial evaluation.

In its complaint, Kallco contended that the tender rules were not observed. It also alleged Nipdec did not properly, fairly, competently, and lawfully assess its technical bid.

The firm further claimed that Nipdec's decision to "fail" them was not properly explained and/or particularised and its assessment of the company's technical approach is subjective, erroneous, unlawful and not in keeping with the obligations expressed and/or implied under the tender obligations.

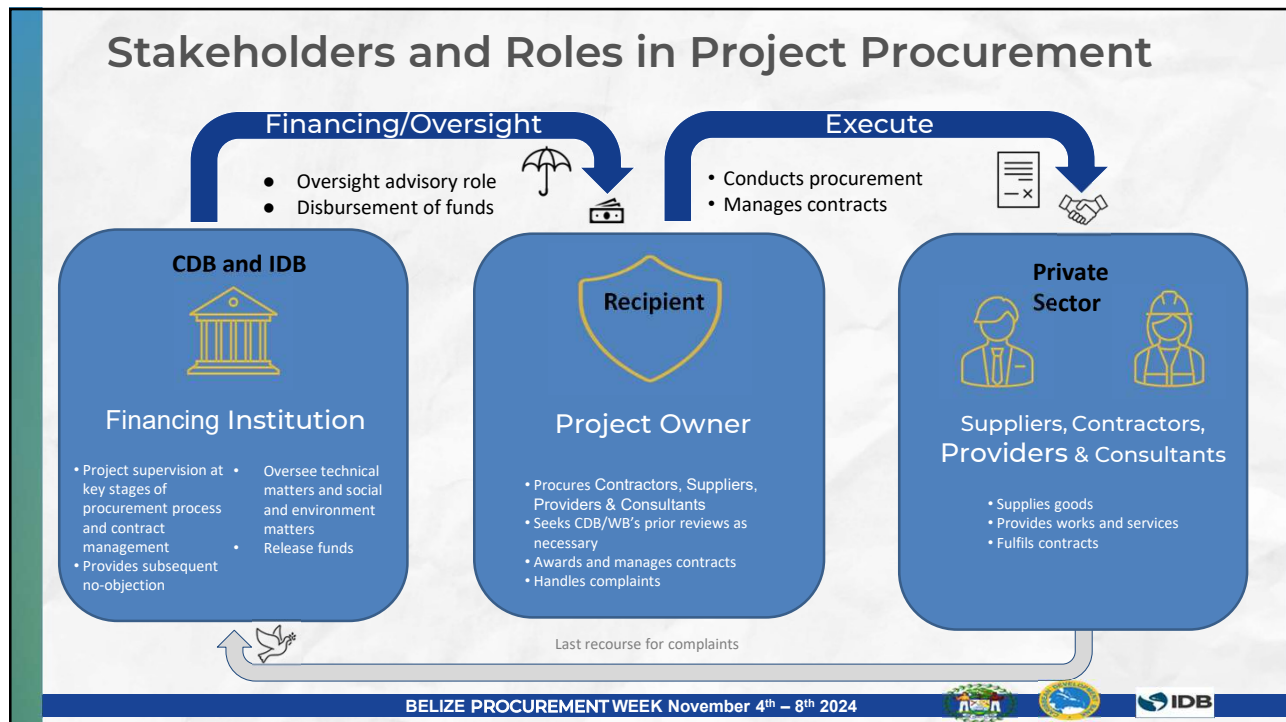
It further claimed that Nipdec did not reasonably seek clarification on the "purported vagueness or anything being generic" under section 33 of the Public Procurement Regulations.

It also pointed out that Maraj Hill's bid was almost identical to the estimates set by Nipdec's internal engineers.

Kallco was also represented by Stefan Ramkissoon and Karuna Maraj of Sovereign Chambers.

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INVITATION FOR BIDS (ITB)

MINIS AN

Project: Program

RFB title: Construction

1. This RFB follows the G Business, issue no. DB-.
2. The Commonwealth of Bank toward the cost c Bahamas, and it intends for the Construction of MOHW-CATSL-WOR
3. The Ministry of Health for the Construction delivery/construction pe
4. The RFB will be condi specified in the Inter-Az Works financed by the i of Executive Directors i open to all bidders from

5. Interested eligible bidders may obtain further information from *Ministry of Health & Wellness; Thea Ginton, Procurement Specialist* via email address mohwpeu@bahamas.gov.bs and download the bidding document at <https://bahamas.bonfirehub.com>.
6. Qualifications include: Experience with at least one (1) similar work for an equivalent amount of at least 3 million USD, in the years from 2014 to 2023, qualifications and experience of key technical personnel as indicated in the bidding documents, minimum amount of liquid assets and/or credit facilities not of other contractual commitments of US\$100,000.00 (one hundred thousand US\$). A margin of preference for national contractors/JVCAs shall not be applied.
7. A complete set of the bidding document in English will be published on the Government of The Bahamas' eProcurement website [Bahamas.bonfirehub.com](https://bahamas.bonfirehub.com) to facilitate bidders' participation.
8. Bids are to be submitted electronically at <https://bahamas.bonfirehub.com> by Wednesday, June 19th, 2024, at 4:00 p.m.

Note: Bidders are to follow the link below for a step-by-step guide to register as a standard vendor, browse the bidding portal for open projects, and view the requirements and documentation. All questions regarding this registration process are to be directed to Christopher Minnis at The Ministry of Finance at (242)-702-1555 (Office) / 242 813-1750 (Cell). Then submit Bids to: <https://bahamas.bonfirehub.com>. Bidders are urged to commence bid upload at least three (3) hours prior to the submission time. The Government of The Bahamas will not be held liable for bids not submitted on time due to late commencement of tender upload. At the FIRST sign of any technical difficulties kindly contact the Public Portal Technical Support in the portal The Government of The Bahamas (bahamas.bonfirehub.com).

Late bids will be rejected. Bids will be opened electronically in the presence of the bidders' representatives who choose to attend on-line at the address below on Wednesday, June 19th, 2024, at 4:15 p.m.

9. All bids shall be accompanied by a Bid Validity Declaration.
10. Bidders should submit the bids electronically only to: bahamas.bonfirehub.com

The address(es) referred to above is(are):
 Ministry of Health & Wellness
 Project Execution Unit – Procurement Specialist
 Street Address: Access ColWork Suites, One West Plaza
 Floor/ Room number: 1st floor
 City: Nassau, New Providence
 ZIP/Postal Code: P.O. Box N-3730

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Structure of the Standard Bidding Document (SBD)

IDB

Section I	Instructions to Bidders (ITB)
Section II	Bid Data Sheet (BDS)
Section III	Eligible Countries
Section IV	Bidding Forms
Section V	General Conditions of Contract (GCC)
Section VI:	Special Conditions of Contract (SCC)
Section VII	Specifications and Performance Requirements
Section VIII	Drawings
Section IX	Bill of Quantities (BQ)

Section X	Contract Forms
Annex	Request for Bids

CDB

Section I	Instructions to Bidders (ITB)
Section II	Bid Data Sheet (BDS)
Section III	Evaluation and Qualification Criteria
Section IV	Bidding Forms
Section V	Eligible Countries
Section VI	Prohibited Practices and Other Integrity

Related Matters

Section VII	Works' Requirements
Section VIII	General Conditions of Contract (GC)
Section IX	Particular Conditions of Contract (PC)

Section X	Contract Forms
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Instructions to Bidders (ITB)

This Section provides relevant information to help Bidders prepare their bids. Information is also provided on the submission, opening, and evaluation of Bids and on the award of contracts.

Clarity and Guidance: ITBs provide detailed information to potential bidders on how to prepare and submit their bids, including specifications, required documents, and format guidelines. This helps bidders understand what is expected of them and reduces misunderstandings.



<https://www.pinterest.com/pin/545240013516918411/>

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Section II. Bid Data Sheet (BDS)

- ❑ Clarification and Specificity
- ❑ Customization of Requirements
- ❑ Guidance on Bid Submission
- ❑ Project-Specific Information
- ❑ Ensures Transparency
- ❑ Reduces Misunderstandings
- ❑ Facilitates Evaluation

Section I	
ITB 1.1	ITB 5.4
ITB 1.2	ITB 6.3
ITB 1.4	ITB 6.3 (j)
Electronic – Procurement System	ITB 6.4
ITB 2.1	ITB 6.5
ITB 2.1	ITB 6.5 (a)
	ITB 6.5 (b)
	ITB 6.5 (c)
ITB 2.1	ITB 6.5 (d)
ITB 4.3	

6.5 To qualify for award of the Contract, bidders shall meet the following minimum qualifying criteria.

(a) an average annual billing of construction work over the period specified in the BDS of at least the multiple indicated in the BDS

(b) experience as prime contractor in the construction of at least the number of works of a nature and complexity equivalent to the Works over the period specified in the BDS (to comply with this requirement, works cited should be at least seventy (70) percent complete);

(c) show that it can ensure the timely availability (own, lease, hire, etc.) of the essential equipment listed in the BDS;

(d) hire a Contract Manager with five years' experience in works of an equivalent nature and volume, including no less than three years as Manager, or as indicated in the BDS; and

(e) liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than the amount specified in the BDS.

construction. Experience in similar engineered sanitary landfill and geosynthetics installation (HDPE lining) will be considered an asset

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Bid Data Sheet (BDS)

- ❑ Clarification and Specificity
- ❑ Customization of Requirements
- ❑ Guidance on Bid Submission
- ❑ Project-Specific Information
- ❑ Ensures Transparency
- ❑ Reduces Misunderstandings
- ❑ Facilitates Evaluation

Section II. Bid Data Sheet (BDS)	
ITB 42.1	Beneficial Ownership
ITB 43.1	Performance Guarantee
ITB 44.1	Advance Payment
ITB 45.1	Technical Adjudicator
ITB 46	Procurement-Related Complaints

The selected Bidder **shall** submit the Form of Disclosure of Beneficial Ownership.

The Standard Form of Performance Security acceptable to the Employer shall be a **Bank Guarantee** issued by a banking institution for the sum of 10% of the Contract Price.

The Advance Payment shall be limited to **25%** of the Contract Price.

The Technical Adjudicator proposed by the Employer is:
Ms. Ramy Chia

- Director of Chia's Engineering Company Limited
- BSc Civil Engineering, MSc in Geotechnical Engineering
- Registered Professional Engineer in Belize

The hourly fee for this proposed Technical Adjudicator shall be BZ\$ 250.00

The Appointing Authority is:
Association of Professional Engineers of Belize (APEB)
Lot 269, 8 Mile George Price Highway
Belize District, Belize C.A.

The procedures for making a Procurement-related Complaint are detailed in the Procurement Policies for Goods and Works financed by the Inter-American Development Bank GN-2349-15.

If a Bidder wishes to make a Procurement-related Complaint, the Bidder should submit its complaint following these procedures, in writing (by the quickest means available, that is email), to:

Belize Solid Waste Management Authority
Attn: Ms. Lumen Cayetano, Director
CayetanoLU@gobmail.gov.bz

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Section III. Eligible Countries

- ❑ Ensures Fair Competition and Transparency (Equal Opportunity and Prevents Discrimination)
- ❑ Supports Regional Economic Integration
- ❑ Compliance with IDB Mandate and Objectives
- ❑ Targeted Economic Support
- ❑ Building Local Capacity

Sect

Section III. Eligible Countries

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Eligibility for the Pro

1) List of Member Countries is financing:

Argentina, Austria, Bahamas, Colombia, Costa Rica, El Salvador, Finland, France, Jamaica, Japan, Mexico, N. Republic of China, Peru, P. Switzerland, Trinidad & Tob

Eligible Territories

*a) Guadeloupe, French Guiana
b) U.S. Virgin Islands, Puerto Rico
c) Aruba – as a constituent country
d) Hong Kong – as a Special*

2) Nationality and origin of

These policy provisions make of the firms and individuals b) the country of origin of criteria shall be used:

A) Nationality.

- a) An individual is a national of the following requirements:
- i. is a citizen
 - ii. has established residence in

b) A firm is considered to have the nationality of a member country if it meets the two following requirements:

- i. is legally constituted or incorporated under the laws of a member country of the Bank; and
- ii. more than fifty percent (50%) of the firm's capital is owned by individuals or firms from member countries of the Bank.

All members of the JVCA and all subcontractors must meet the nationality criteria set forth above.

B) Origin of Goods.

Goods have their origin in a member country of the Bank if they have been mined, grown, harvested, or produced in a member country of the Bank. A good has been produced when through manufacture, processing or assembly another commercially recognized article results that differs substantially in its basic characteristics, function or purpose of utility from its parts or components.

For a good consisting of several individual components that need to be interconnected (either by the supplier, the Employer or by a third party) to make the good operative and regardless of the complexity of the interconnection, the Bank considers that such good is eligible for financing if the assembly of the components took place in a member country, regardless of the origin of the components. When the good is a set of several individual goods that are normally packaged and sold commercially as a single unit, the good is considered to originate in the country where the set was packaged and shipped to the Employer.

For purpose of origin, goods labeled "made in the European Union" shall be eligible without the need to identify the corresponding specific country of the European Union.

The origin of materials, parts or components of the goods or the nationality of the firm that produces, assembles, distributes or sells the goods, does not determine the origin of the goods.

C) Origin of Services.

The country of origin of services is that of the individual or firm providing the services as determined under the nationality criteria set forth above. These criteria apply to services ancillary to the supply of goods (such as transportation, insurance, erection, assembly, etc.), to construction services and to consulting services.

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Evaluation and Qualification Criteria

MEAT (Most Economically Advantageous Tender) is an evaluation method used to select the best tender based on a combination of quality, cost, and other relevant criteria. This approach goes beyond selecting the lowest price offer, focusing on achieving the best value for money.

Section I. Instructions to Bidders (ITB)

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38. Award Criteria

- 38.1 Subject to ITB 35, the Employer shall award the Contract to the Bidder offering the Most Advantageous Bid. The Most Advantageous Bid is the Bid of the Bidder that meets the qualification criteria and whose Bid has been determined to be:
- (a) substantially responsive to the bidding document; and
 - (b) the lowest evaluated cost.
- 38.2 If the Employer has not used the Best and Final Offer method in the Bid evaluation and if in the BDS in reference to ITB 33.2 it is specified that the Employer will use Negotiations with the Bidder with the Most Advantageous Bid, the selected Bidder shall be invited to Negotiations before the final adjudication of the Contract. The Negotiations will be performed in the presence of the Independent Probity Assurance Authority established in the BDS in reference to ITB 33.4. Negotiations may include terms and conditions, price or social, environmental, innovative and cybersecurity aspects, provided that the minimum requirements of the bid are not modified.
- 38.3 Once the Employer has determined the Bidder with the Most Advantageous Bid, the Employer shall promptly notify the selected Bidder the terms to initiate Negotiations in accordance with BDS in reference to ITB 33.5.
- 38.4 The Employer will first negotiate with the Bidder that has submitted the Most Advantageous Bid. If the result is not satisfactory or an agreement is not reached, the Employer will notify the Bidder that the Negotiations concluded without agreement and may then notify the Bidder with the following Most Advantageous Bid on the list, and so on until a satisfactory result is achieved.

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Substantial Responsiveness and Material Deviations

- ❑ "A substantially responsive Bid is one that meets the requirements of the Bidding Document without material deviation, reservation, or omission.

A material deviation, reservation, or omission is one that:

- ❑ (a) if accepted, would:
 - (i) affect in any substantial way the scope, quality, or performance of the Works' Requirements as specified in Section VII; or
 - (ii) limit in any substantial way, inconsistent with the Bidding Document, the Employer's rights or the Bidder's obligations under the proposed Contract; or
- ❑ (b) if rectified, would unfairly affect the competitive position of other Bidders presenting substantially responsive Bids."

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Section IV. Bidding Forms

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Section IV. Bidding Forms

Letter of Bid

[The Bidder shall fill in and submit this form with the Bid. If the Bidder objects to the Employer in the bidding document, it should state in an alternative candidate, together with the candidate's daily fees and biographical data, ITB 4.4.]

In respect to the statement on commissions, bonuses or fees, services it may be for exam or through, individuals or entities that are authorized to act on behalf of the Bidder to act of the Bidder in relation to this process of bidding or execution of the Contract]

Note: All italicized text is to help Bidders in preparing this form.

RFB Identification No and Title of Contract: [insert identification number and title of the Contract]

To: [name and address of Employer]

(a) **Conformity:** Having examined the bidding document, including addenda [insert addenda number and title] in accordance with the [insert name of the Contract] in accordance with the [insert name of the Contract] [insert name of currency].

(b) **Total price:** The Contract shall be paid in the following currencies:

Currency	Percentage payable in currency	Rate of exchange, [insert number of local currency units per unit of foreign currency]	Inputs for currency
(a)			
(b)			
(c)			
(d)			

(c) **Advance Payment:** The advance payment required is:

Amount	Currency
(a)	
(b)	
(c)	

(d) **Technical Adjudicator:** We accept the appointment of [insert name proposed as the Technical Adjudicator].

[or]

We do not accept the appointment of [insert name proposed in Bid Data Sheet Adjudicator and propose instead that [insert name] be appointed as Technical / daily fees and biographical data are attached.

(e) **Binding Contract:** This Bid and your written acceptance of it shall constitute between us. We understand that the Employer is not bound to accept the Most or any Bid you receive.

(f) **Bid Validity:** We hereby confirm that this Bid complies with the Bid Validity and Security or Bid Validity Declaration as required by the bidding document and is

(g) **Bid Validity and Bid Security:** Our Bid document, and it shall remain binding upon expiration of that period;

(h) **Eligibility:** We meet the eligibility requirements ITB 4; and in case of detecting that any of the conditions of the Bid are not met, we shall notify this circumstance in writing to the Employer, either during the selection process:

(i) **Suspension and Debarment:** We, our sub-contract (including, in all cases, the respective key personnel and agents), we have not been of a company or entity:

(i) that has been declared ineligible by the IDB and other development banks that have been declared ineligible and that has been declared ineligible by the IDB and other development banks;

(ii) that has incurred in any Prohibited Practice or Fraud and Corruption or has participated in fraud and corruption or prohibited practices;

(iii) that is not a state-owned enterprise or institution that meets the requirements of ITB 4.3;

(k) **Cooperation:** We will use our Contract price investigation;

(l) **Commissions, gratuities and fees:** We have no commissions, gratuities or fees with respect to the Bidding name of each Recipient, its full address, the amount and the amount and currency of each such or

Name of Recipient	Address

(If none has been paid or is to be paid, indicate)

(m) **Prohibited Practices:** We, and our sub-contract (including, in all cases, the respective key personnel and agents) have read and understand the sanctions applicable to acts as described in this document and we are obliged to observe the relevant norms. In addition, we commit ourselves that within the selection process (and in case

of being awarded, in the execution) of the contract, to observe the laws on fraud and corruption, including bribery, applicable in the country of the Employer.

In addition, we, and our subcontractors or suppliers for any component of the contract (including, in all cases, the respective directors, officers, principal shareholders, proposed key personnel and agents) acknowledge that failure to comply with any of these statements is the basis for the imposition by the Bank of one or more of the measures described in ITB 3.1.

Our company, its parent company, its affiliates or subsidiaries, subcontractors or suppliers for any part of the contract (including, in all cases, directors, officers, principal shareholders, proposed key personnel and agents):

(i) We have not been declared ineligible by the Bank, or by any other International Financial Institution (IFI) with which the Bank has signed an agreement for the reciprocal recognition of sanctions, so that we may be awarded contracts financed by any of them; and

(ii) We have not engaged in any Prohibited Practice or Fraud and Corruption and have taken the necessary measures to ensure that no person acting for us or on our behalf participates in fraud and corruption or prohibited practices.

(n) **Disclosure of Beneficial Ownership Form:** (Applies in the event that the Bidder must provide the Form). We understand that in the event that our Bid is accepted we will be providing the required information on the Beneficial Ownership Disclosure Form or, where appropriate, we will indicate the reasons why it is not possible to provide the required information. We state herewith the authorization for the Borrower to publish as part of the Contract Award Notification the Beneficial Ownership Disclosure Form.

Authorized Signature: _____

Name and Title of Signatory: _____

Name of Bidder: _____

Address: _____

Letter of Bid

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Qualification Information

[The information to be filled in by bidders or successful bidders in the following pages used for purposes of qualification or for verification of prequalification as provided for in the Bidding Document and as a condition to sign the contract. Part of this information shall not be incorporated in the Contract. Attach additional pages as necessary.]

1. Firms or Members of JVCA

1.1 Incorporation, constitution or legal status of Bidder: [attach copy of document or letter of intent]

Place of constitution or incorporation: [insert]

Principal place of business: [insert]

Power of attorney of signatory of Bid: [attach]

1.2 Annual amounts of construction works performed during last [insert number pursuant to BDS 4.5(a)] years [in amounts in the national currency equivalent]

1.3 Experience in works of a similar nature and size is in [in number of works and information specified in ITB 3.3(c)] [in amounts should be indicated in the same currency used for 1.2 above. Also list details of work under way or commit including expected completion date(s).]

Project name and country	Name of client and contact person	Type of work performed and year of completion	Value of contract (national currency equivalent)
(a)			
(b)			

1.4 The major items of Contractor's Equipment proposed for use on the Works are: [List all information requested here in accordance with ITB 3.3 (d).]

Item of equipment	Description, make, and age (years)	Condition (new, good, poor) and number available	Owned, leased (from whom?), or purchased (from whom?)
(a)			
(b)			

1.5 The following information of point 1.5 must be delivered by successful bidder.

Position	Name	Relevant academic qualifications	Yes/No
1. Contractor's Representative			
2. Environmental Health & Safety Officer			
3. Site Manager			
4. Construction Foreman			

The qualifications and experience of key person attached. [Attach biographical data in accordance with ITB 3.3(f). See also GCC Sub-Clause 9.1 and SCC Include the list of such staff in the following table]

Other party(ies)	Cause of dispute and amount involved	Amount of award and awarded
(a)		
(b)		

Sections of the Works

Value of subcontract	Subcontractor (name and address)	Experience in similar work
(a)		
(b)		

1.11 The proposed subcontracts and firms involved in accordance with ITB 5.3(i) are: [Insert information in the table above. Also see GCC Clause 7 and SCC 7].

1.12 Proposed Program (work method and schedule). Descriptions, drawings, and charts, as necessary, to comply with the requirements of the bidding document.

2. Joint Venture, Consortium or Association (JVCA)

2.1 The information listed in 1.1 - 1.10 above shall be provided for each partner of the JVCA.

2.2 The information in 1.11 above shall be provided for the JVCA.

2.3 Attach the power of attorney of the signatory(ies) of the Bid authorizing signature of the Bid on behalf of the JVCA.

2.4 Attach the Agreement among all partners of the JVCA (and which is legally binding on all partners), which shows that:

(a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;

(b) one of the partners shall be nominated as being in charge, authorized to incur liabilities, and receive instructions for and on behalf of any and all partners of the JVCA; and

(c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

3. Additional Requirements

3.1 Bidders should provide any additional information required in the BDS.

Qualification Information

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Promotion of Sustainable Development Goals (SDGs)

Form ESHS- MSIP

Environmental, Social, Safety and Health Management Strategies and Implementation Plans

[Note to the Employer: modify the text as appropriate for the Project]

The Bidder shall submit complete and concise Environmental, Social, Health and Safety Management Strategies and Plans to Implement (ESHS-MSIP).

These strategies and plans shall describe in detail the actions, materials, equipment, management procedures, etc. that shall be implemented by the Contractor and subcontractors to implement the works. In preparing these strategies and plans, the Bidder shall take into account the contract ESHS stipulations, including the ones described in more details in Section VII, "Specifications & Performance Requirements."

Code of Conduct Standards

Environmental, Social, Health and Safety Code of Conduct

[Note to the Employer: modify the text to refer to the appropriate documents]

Bidders must demonstrate they have Code of Conduct standards that shall be applied to the Contractor's employees and subcontractors. The standards of conduct shall guarantee compliance with ESHS contract provisions, including those described in more details in Section VII, "Specifications & Performance Requirements."

Moreover, the Bidder shall present a plan on how the standards of conduct shall be implemented. This shall include: how it shall be introduced in the labor contracts, what training shall be provided, how it shall be monitored and how the Contractor shall address these violations.

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Guarantee) Bid Bond Bid Security Declaration

I did not
submit
or sign?

ITB 18.1 Bid shall include a Bid Security issued by a bank or a by a surety using the form for bid security (bank guarantee or bid bond) included in Section IV, "Bidding Forms." The Bid Security shall be **BZ\$ 100,000.00** or an

Section II. Bid Data Sheet (BDS)

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equivalent amount in a freely convertible currency.

ITB 18.2 The Bid Security amount is: **BZ\$ 100,000.00**.

Bid Security (Bank Guarantee)

[If required, the Bank/Bidder shall fill in this Bank Guarantee form in accordance with the instructions indicated in brackets.]

[Insert bank's name, and address of issuing branch or office]

Beneficiary: *[Insert name and address of Employer]*

Date: *[Insert date]*

BID GUARANTEE No.: *[Insert number]*

We have been informed that *[insert name of the Bidder; if a JV/CA, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated *[insert date]* (hereinafter called "the Bid") for the execution of *[insert name of Contract]* under Request for Bids No. *[insert RFB number]* ("the RFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee. At the request of the Bidder, we *[insert name of bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount in figures expressed in Belize Dollar or the equivalent amount in an international freely convertible currency]* *[insert amount in words]* upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) does not accept the correction of errors ~~in accordance with the Instructions to Bidders~~ (hereinafter "the ITB") ~~of the~~ ~~noting~~ document; or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date. This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

[Signature(s) of authorized representative(s)]

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Bid Validity Declaration	
D. Submission of Bids	
ITB 21.1	Bidders may submit their bids electronically: No.
ITB 21.2 (a)	For Bid submission purposes, the Employer's address is: Belize Solid Waste Management Authority Attn: Mrs. Terese Arzu , Procurement Officer 3013 Bougainvillea Street, Orchid Garden Area City of Belmopan, Belize, C.A. Tel: (501) 802 1527 PO Box 285 E-mail: ArzuTL@gobmail.gov.bz
ITB 21.2 (b)	Name and Identification number of the contract as given in ITB 1.1 above.
ITB 21.2 (c)	The warning should read "DO NOT OPEN BEFORE March 25, 2024, at 10:15 am. "
ITB 22.1	The deadline for Bid submission (and withdrawals, substitutions or modifications) is March 25, 2024, at 10:00am
ITB 17.1	The Bid shall be valid for 90 days counted from the expiration of the deadline for submission of bids.

Bid Validity Declaration

[If required, the Bidder shall fill in this form in accordance with the instructions indicated in brackets.]

Date: *[insert date]*
 Name of contract: *[insert name]*
 Contract Identification N°: *[insert number]*
 RFB No.: *[insert number]*

To: _____

We, the undersigned, declare that:

- We understand that, according to your conditions, bids must be supported by a bid validity declaration.
- We accept that we shall be suspended from being eligible for bidding in any contract with the Employer for the period of time of *[insert time period]* starting on *[insert start date]*, if we are in breach of our obligation(s) under the bid conditions, because we:
 - have withdrawn our Bid during the period of bid validity specified by us in the Bid Submission Sheet; or
 - do not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB") of the bidding document; or
 - having been notified of the acceptance of our Bid by the Employer during the period of bid validity, fail or refuse to execute the Contract Form, if required, or (ii) fail or refuse to furnish the performance security, in accordance with the ITB.
- We understand this bid validity shall expire if we are not the successful bidder, upon the earlier of (i) receipt of your notification informing us that we are not the successful bidder; or (ii) twenty-eight days after the expiration of our bid.
- We understand that if we are a JVCA, the Bid Validity Declaration must be in the name of the JVCA that submits the bid. If the JVCA has not been legally constituted at the time of bidding, the Bid Validity Declaration shall be in the names of all future partners as named in the letter of intent.

Signed *[insert signature(s) of authorized representative]* In the Capacity of *[insert title]*
 Name *[insert printed or typed name]*
 Duly authorized to sign the bid for and on behalf of *[insert authorizing entity]*
 Dated on *[insert day]* day of *[insert month]*, *[insert year]*

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Section V. General Conditions of Contract (GCC)	
The GCC outline the standard terms and provisions that govern contracts between buyers and suppliers. Key aspects include: A. General B. Time Control C. Quality Control D. Cost Control E. Finishing the Contract - Other - Legal Framework - Definition - Interpretation - Insurance - Disputes and Procedure for disputes - Performance Standards	

Section V. General Conditions of Contract

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A. General 1. Definitions..... 2. Interpretation..... 3. Language and Law..... 4. Project Manager's..... 5. Delegation..... 6. Communications..... 7. Subcontracting..... 8. Other Contractors..... 9. Personnel..... 10. Employer's and..... 11. Employer's Risk..... 12. Contractor's Risk..... 13. Insurance..... 14. Site Investigation..... 15. Queries about the..... 16. Contractor to Co..... 17. The Works to Be..... 18. Approval by the..... 19. Safety..... 20. Discoveries..... 21. Possession of the..... 22. Access to the Site..... 23. Instructions, Insp..... 24. Disputes..... 25. Procedure for Dis..... 26. Replacement of..... B. Time Control 27. Program..... 28. Extension of the..... 29. Acceleration..... 30. Delays Ordered..... 31. Management Me..... 32. Early Warning..... C. Quality Control 33. Identifying Defects..... 34. Tests..... 35. Correction of Def..... 36. Uncorrected Def..... D. Cost Control	37. Bill of Quantities.....76 38. Changes in the Quantities.....77 39. Variations.....77 40. Payments for Variations.....77 41. Cash Flow Forecasts.....79 42. Payment Certificates.....79 43. Payments.....80 44. Compensation Events.....80 45. Tax.....82 46. Currencies.....82 47. Price Adjustment.....82 48. Retention.....83 49. Liquidated Damages.....83 50. Bonus.....83 51. Advance Payment.....84 52. Securities.....84 53. Daywork.....84 54. Cost of Repairs.....85 E. Finishing the Contract 85 55. Completion.....85 56. Taking Over.....85 57. Final Account.....85 58. Operating and Maintenance Manuals.....85 59. Termination.....85 60. Prohibited Practices.....82 61. Payment upon Termination.....92 62. Property.....92 63. Release from Performance.....92 64. Payment's Suspension of Bank Loan.....92 65. Eligibility.....93
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Pre-Bid Conference Clarification



Supplier Clarification Request



Procuring Entity Evaluation



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Let us Talk!!!

- ❑ **Recap of Key Takeaways**
 - ❑ Importance of reading and understanding every section of the bid documents.
- ❑ **Key Considerations for Suppliers**
- ❑ **Adhering to Ethical Standards**
 - ❑ The Bank's policies on fraud, corruption, and ethical conduct.
 - ❑ Consequences of non-compliance with procurement rules.
- ❑ **Building Long-Term Relationships**
 - ❑ importance of understanding the CDB and IDB as a long-term client.
 - ❑ Strategic positioning for future opportunities through successful project delivery.

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CDB, for more resources see:

CDB: www.caribank.org/work-with-us/procurement
 CDB SBDSW (Post qualification) Template

IDB, for more resources see:

[Procurehttps://projectprocurement.iadb.org/enment](https://projectprocurement.iadb.org/enment)
<https://projectprocurement.iadb.org/en/policies>

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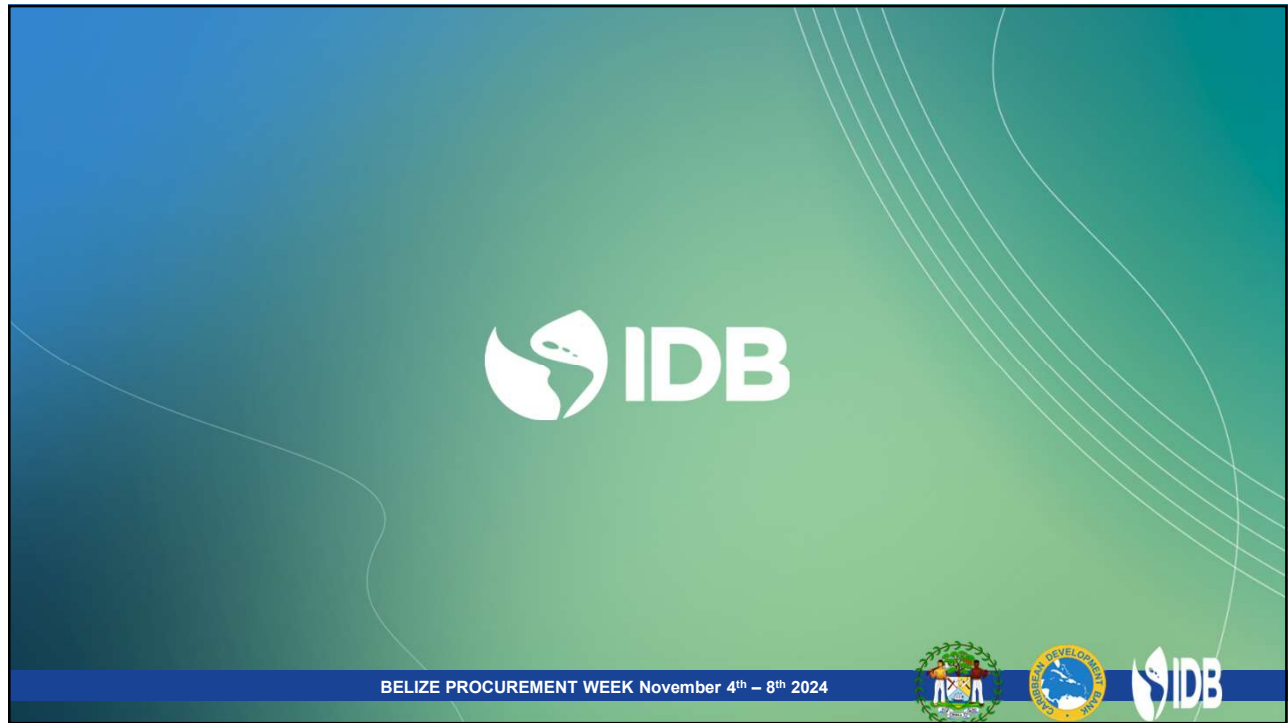
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