



## GOVERNMENT OF SAINT KITTS AND NEVIS

### PREPARATION OF A DESIGN FOR A NEW CORRECTIONAL FACILITY

#### REQUEST FOR EXPRESSIONS OF INTEREST

#### 1. Background

The Government of St. Kitts and Nevis (GSKN) is committed to ensuring that the requisite infrastructure is in place to enhance the operations of the security sector. Pursuant to this goal, the GSKN intends to construct a new correctional facility which will meet international standards, and foster the development of a well-adjusted citizen, prepared for reintegration into society with new skills to improve productivity, thus reducing the rate of recidivism.

#### 2. Scope of Consultancy and Eligibility Criteria

The GSKN intends to procure consultancy services for the Preparation of a Design for a New Correctional Facility.

The specific objectives of the consultancy are to:

- (i) Develop full architectural drawings and bill of quantities (BoQ) for a new correctional facility;
- (ii) Develop a corresponding operational plan for the facility.

The duration of the assignment is foreseen at 120 working days over a 6 month period.

The GSKN now invites interested eligible consulting firms to submit Expressions of Interest (EOI) for the provision of these consultancy services. Interested consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

A consulting firm shall be eligible to participate if:

- (a) it is not bankrupt or insolvent or in the process of either, or is in any analogous situation;
- (b) it has not been found to have committed an offence concerning professional conduct;
- (c) it has not been the subject of a judgment which has the force of res judicata for fraud, corruption, involvement in a criminal organization or any other illegal activity detrimental to the GSKN's interest;
- (d) it is not guilty of misrepresentation in supplying information for EOIs such as this;
- (e) it does not expose a conflict of interest.

#### 3. Minimum Information Required

- Cover letter
- Name and address of firm/business
- Date of establishment
- Business profile including core area(s) of expertise and relevant experience
- Proposed lead person including relevant qualifications and experience
- Profile of supporting staff

- Other resources available for the assignment

#### **4. Short Listing Criteria**

The short listing criteria are as follows:

- The lead person in the consulting firm must possess at least a bachelor's degree or equivalent certification in architecture, civil engineering, or other related discipline;
- The consultant must have at least ten (10) years post qualification experience in the design of large building projects of this nature, including correctional facilities;
- The consultant must be fluent in spoken and written English.

#### **5. Submission of Expressions of Interest**

Three (3) hard copies of the Expressions of Interest, along with an electronic version, must be submitted to the physical address below no later than 1400 hours on **Friday April 29, 2016**. The sealed envelope should include the name and address of the applicant and shall be clearly marked "**Expression of Interest – Preparation of a Design for a New Correctional Facility.**" GSKN reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

#### **6. Selection Method**

The submissions shall be assessed and compared, and the best qualified and experienced consultants that satisfy the criteria in Section 4 above shall be short-listed. Short listed consultants will be asked to submit a proposal utilizing a two (2) envelope system for technical and financial proposals.

#### **7. Request for Information**

All information or requests for information must be submitted in English. Further information may be obtained from the address below between 0800 - 1600 hours, Monday to Friday.

Ms. Lavern Queeley  
Director  
Department of Economic Affairs and Public Sector Investment Planning  
Ministry of Sustainable Development  
Bladen Commercial Development  
P.O. Box 186  
Basseterre  
St. Kitts and Nevis  
Tel: (869) 467-1255; 467-1057  
Fax: (869) 466 7398  
Emails: [lcqueeley@gmail.com](mailto:lcqueeley@gmail.com),  
[warner.rena@gmail.com](mailto:warner.rena@gmail.com)  
[aurenmanners@yahoo.com](mailto:aurenmanners@yahoo.com)