



**Prequalification Document**

**For**

**Procurement of Civil Works**

**For**

**Shoreline Protection-Runway 30 End-Phase1**

**Norman Manley International Airport**

**March 11, 2019**

**Invitation for Prequalification**

**Project #: SLP-30/NMIA/2019**

**Procuring Entity: Airports Authority of Jamaica**

**Prequalification Document**

**For**

**Procurement of Phase1 Civil Works**

**For**

**Shoreline Protection-Runway 30 End-Phase 1**

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**Procuring Entity: Airports Authority of Jamaica**

## **Forward**

This Standard Bidding Document “Prequalification Document for Procurement of Works and User’s Guide” has been prepared by the Procurement and Asset Policy Unit of the Ministry of Finance, Jamaica. Its use is mandatory for the procurement of works and where pre-qualification is warranted through Open Tendering according to the Government of Jamaica Handbook of Public Sector Procurement Procedures.

Those wishing to submit comments or questions on this document or obtain additional information are encouraged to contact:

Procurement and Asset Policy Unit  
Ministry of Finance  
30 National Heroes Circle  
Kingston 4.

# Acronyms & Abbreviations

AAJ:	Airports Authority of Jamaica
AFPS:	Applicant for Prequalification
ATC:	Air Traffic Controller
BD:	Bidding Document
EOR:	Engineer of Record
FIDIC:	Federation Internationale des Ingénieurs-Conseils*
FIRM:	Business Entity
GOJ:	Government of Jamaica
ICB:	International Competitive Bidding
IFB:	Invitation for Bids
IFP:	Invitation for Prequalification
ITA:	Instructions to Applicants (Bidders)
ITB:	Instructions to Bidders (Applicants)
JCAA:	Jamaica Civil Aviation Authority
JV:	Joint Venture
NMIA:	Norman Manley International Airport
NMIAL:	Norman Manley International Airport Limited
NCB:	National Competitive Bidding
NCC:	National Contracts Commission
Partner:	A Business entity joined to another Business entity
PDS:	Prequalification Data Sheet
PE:	Procuring Entity
PE:	Professional Engineer
PQ:	Prequalification
PQD:	Prequalification Document
SBD:	Standard Bidding Document
SPD:	Standard Prequalification Document

\*An Association based in Switzerland that produces Conditions of Contract for different classes of works construction.

# Summary Description

This Standard Bidding Document (SBD) consists of the Prequalification Procedures for Procurement of Works". A brief description of this document is given below.

## **Prequalification Document for Procurement of Works**

### **PART 1 - PREQUALIFICATION PROCEDURES**

#### **Section I. Instructions to Bidder (ITB)**

This Section specifies the procedures to be followed by Applicants in the preparation and submission of their Applications for Prequalification (AFPs). Information is also provided on opening and evaluation of AFPs.

#### **Section II. Prequalification Data Sheet (PDS)**

This Section consists of provisions that are specific to each prequalification and supplement the information or requirements included in Section I, Instructions to Applicants.

#### **Section III. Qualification Criteria and Requirements**

This Section contains the methods, criteria, and requirements to be used to determine how Applicants shall be prequalified and later invited to bid.

#### **Section IV. Application Forms**

This Section contains the forms for the Application Submission Form and all the forms required to be submitted with the Application.

### **PART 2. WORKS REQUIREMENTS**

#### **Section V. Scope of Works**

This Section includes a summary description, delivery and completion schedules, technical specifications and drawings of the Works subject of this prequalification.

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March 11, 2019

To: Prospective Applicant

Re: Request for an Application to Prequalify for Procurement of Civil Works for Shoreline Protection-Runway 30 End-Phase1, Norman Manley International Airport.

1. On behalf of the Government of Jamaica, the Airports Authority of Jamaica (AAJ) has committed funds to undertake the Construction of Civil Works for Shoreline Protection-Phase 1, Norman Manley International Airport for which this Prequalification Document is issued.
2. The AAJ now invites civil engineer contractors to submit applications to be prequalified to bid for the works of Shore Protection-Runway 30 End at the Norman Manley International Airport.
3. From the bidding process a civil engineer contracting entity will be selected and awarded a contract in keeping with Government of Jamaica Handbook of Public Sector Procurement Procedures which can be accessed at the website:[www.mof.gov.jm](http://www.mof.gov.jm).
4. This invitation for an Application to Prequalify includes the documents as set out in the above Table of Contents.

Yours sincerely,  
Airports Authority of Jamaica  
Projects Execution Unity  
*Kingsley Kennedy*  
Project Manager

# **PART 1 - Prequalification Procedures**



# Section I. Instructions to Bidders

## (Application for Prequalification)

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## Section I. Instructions to Bidders

### A. General

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|--------------------------------|--|
| <b>1. Scope of Application</b> | <b>1.1</b> In connection with the Invitation for Prequalification indicated in Section II, Prequalification Data Sheet (PDS), the Procuring Entity as defined in the PDS, issues this Prequalification Document (PQD) to Bidders interested in bidding (prequalifying) for the works described in Section V, Scope of Works. The number of contracts and the name and identification of each contract, and the International Competitive Bidding (ICB) number corresponding to this prequalification are provided in the PDS.  |
| <b>2. Source of Funds</b>      | <b>2.1</b> The Procuring Entity has committed funds toward the cost of the Project named in the PDS and intends to apply a portion of the funds to eligible payments under the contract(s) resulting from the bidding for which this prequalification is conducted.  |
| <b>3. Fraud and Corruption</b> | <p>(a) The Government of Jamaica requires that bidders, suppliers, contractors, and consultants, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit defines, for the purposes of this provision, the terms set forth below as follows:</p> <p>(i) "corrupt practice" means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of a public official in the procurement process or in contract execution;</p> <p>(ii) "fraudulent practice" means a misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract to the detriment of the Government of Jamaica and includes collusive practice among bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Government of Jamaica the benefits of free and open competition;</p> <p>(iii) "collusive practice" means a scheme or arrangement between two or more bidders , with or without the knowledge of the Procuring Entity, designed to establish bid prices at artificial non-competitive levels or influence the action of any party in the procurement process or the execution of a contract; and</p> |

- (iv) "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- (b) will reject a bid for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the contract in question;
- (c) will sanction a firm or individual, including declaring them ineligible, either indefinitely or for a stated period of time, to be awarded a GOJ-financed contract if it at any time determines that they have, directly or through an agent, engaged, in corrupt, fraudulent, collusive or coercive practices in competing for, or in executing, a GOJ-financed contract; and
- (d) will have the right to require that a provision be included in Bidding Documents and in contracts financed by the GOJ, requiring bidders, suppliers, contractors and consultants to permit the GOJ to inspect their accounts and records and other documents relating to the Bid submission and contract performance and to have them audited by auditors appointed by the GOJ.

#### 4. Eligible Bidders

- 4.1 A Bidder shall be a private, public or government owned legal entity, subject to ITB 4.6, or any combination of them in the form of association(s) including Joint Venture (JV) with the formal intent, as evidenced by a letter of intent, to enter into an agreement or under an existing agreement. In the case of a JV, unless otherwise specified in the PDS, (i) all parties shall be jointly and severally liable, and (ii) there shall be no limit on the number of partners.
- 4.2 The eligibility criteria listed in this Clause 4 shall apply to the Bidder, including the parties constituting the Bidder, i.e., its proposed partners, subcontractors or suppliers for any part of the Contract including related services.
- 4.3 A Bidder may have the nationality of any country. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen, or is constituted, incorporated or registered and operates in conformity with the provisions of the laws of that country, as evidenced by its Articles of Incorporation or Documents of Constitution, and its Registration Documents. [see ITB 4.3]
- 4.4 Bidders and all parties constituting the Bidder shall not have a conflict of interest. Bidders shall be considered to

have a conflict of interest, if they participated as a consultant in the preparation of the design or technical specifications of the Works that are the subject of this prequalification. Where a firm, or a firm from the same economic or financial group, in addition to consulting, also has the capability to manufacture or supply goods or to construct works, that a firm, or a firm from the same economic or financial group, cannot normally be a supplier of goods or works, if it provided consulting services for the contract corresponding to this prequalification, unless it can be demonstrated that there is *not* a significant degree of common ownership, influence or control.

- 4.5 A Bidder shall submit only one Application in the same prequalification process, either individually as a Bidder or as a partner of a JV. No Bidder can be a subcontractor while submitting an Application individually or as a partner of a JV in the same prequalification process. A Subcontractor in any Application may participate in more than one Application, but only in that capacity. A Bidder who submits, or participates in, more than one Application will cause all the Applications in which the Bidder has participated to be disqualified.
- 4.6 Government-owned entities in the Procuring Entity's Country shall be eligible only if they can establish that they are legally and financially autonomous, and operate under commercial law, and that they are not dependent agencies of the Procuring Entity.
- 4.7 Bidders shall not be under execution of a Bid-Securing Declaration in the Procuring Entity's Country.
- 4.8 Bidders and all parties constituting the Bidder shall provide such evidence of their continued eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request.
- 4.9 In accordance with the Government of Jamaica Revised Handbook of Public Sector Procurement Procedures March 2014 (<http://www.mof.gov.jm>), the Bidder shall have to demonstrate that they have paid such taxes, duties, fees and other impositions as may be levied in Jamaica. *[see ITB 4.9]*
- 4.10 Bidders should be registered with the National Contracts Commission "Registry of Public Sector Contractors" (<http://www.ncc.gov.jm>). *Not Applicable. [see ITB 4.10]*
- 4.11 Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request.

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| <b>5. Eligible Goods and Related Services</b> | <b>5.1</b> All goods and related services to be supplied under the Contract may have as their origin in any country. [see ITB 5.1] |
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## **B. Contents of the Prequalification Document**

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| <b>6. Sections of Prequalification Document</b> | <b>6.1</b> The document for the prequalification of Bidders (hereinafter - "Prequalification Document") consists of parts 1 and 2 which comprise all the sections indicated below, and should be read in conjunction with any Addendum issued in accordance with ITB 8. |
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### **PART 1 Prequalification Procedures**

- Section I. Instructions to Bidders (ITB)
- Section II. Prequalification Data Sheet (PDS)
- Section III Qualification Criteria and Requirements
- Section IV. Application Forms

### **PART 2 Works Requirements**

- Section V. Scope of Works
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| <b>6.2</b> | The "Invitation for Prequalification Applications" issued by the Procuring Entity is not part of the Prequalification Document. A sample form is provided as an attachment to this Prequalification Document for information only. |
| <b>6.3</b> | The Procuring Entity accepts no responsibility for the completeness of the Prequalification Document and its addenda unless they were obtained directly from the Procuring Entity.   |
| <b>6.4</b> | The Bidder is expected to examine all instructions, forms, and terms in the Prequalification Document and to furnish all information or documentation required by the Prequalification Document.                                   |

- 7. Clarification of Prequalification Document**
- 7.1 A prospective Bidder requiring any clarification of the Prequalification Document shall contact the Procuring Entity in writing at the Procuring Entity's address indicated in the PDS. The Procuring Entity will respond in writing to any request for clarification provided that such request is received no later than fourteen (14) days prior to the deadline for submission of Applications. The Procuring Entity shall forward copies of its response to all Bidders who have acquired the Prequalification Document directly from the Procuring Entity including a description of the inquiry but without identifying its source. Should the Procuring Entity deem it necessary to amend the Prequalification Document as a result of a clarification, it shall do so following the procedure under ITB 8 and in accordance with the provisions of ITB 17.2.
- 8. Amendment of Prequalification Document**
- 8.1 At any time prior to the deadline for submission of Applications, the Procuring Entity may amend the Prequalification Document by issuing addenda.
- 8.2 Any addendum issued shall be part of the Prequalification Document and shall be communicated in writing to all who have obtained the Prequalification Document from the Procuring Entity.
- 8.3 To give prospective Bidders reasonable time to take an addendum into account in preparing their Applications, the Procuring Entity may, at its discretion, extend the deadline for the submission of Applications.

### C. Preparation of Applications

- 9. Cost of Applications**
- 9.1 The Bidder shall bear all costs associated with the preparation and submission of its Application. The Procuring Entity will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the prequalification process.
- 10. Language of Application**
- 10.1 The Application as well as all correspondence and documents relating to the prequalification exchanged by the Bidder and the Procuring Entity, shall be written in the language specified in the PDS. Supporting documents and printed literature that are part of the Application may be in another language, provided they are accompanied by an accurate translation of the relevant passages in the language specified in the PDS, in which case, for purposes of interpretation of the Application, the translation shall govern.
- 11. Documents Comprising the**
- 11.1 The Application shall comprise the following:
- (a) Application Submission Form, in accordance with ITB 12;

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| <b>Application</b>   | (b) documentary evidence establishing the Bidder's eligibility to pre-qualify, in accordance with ITB 13;   |
|  | (c) documentary evidence establishing the Bidder's qualifications, in accordance with ITB 14; and   |
|  | (d) any other document required as specified in the PDS.  |
| <b>12. Application Submission Form</b>                             | 12.1 The Bidder shall prepare an Application Submission Sheet using the form furnished in Section IV, Application Forms. This Form must be completed without any alteration to its format.  |
| <b>13. Documents Establishing the Eligibility of the Bidder</b>    | 13.1 To establish its eligibility in accordance with ITB 4, the Bidder shall complete the eligibility declarations in the Application Submission Form and Forms ELI (eligibility) 1.1 and 1.2, included in Section IV, Application Forms.   |
| <b>14. Documents Establishing the Qualifications of the Bidder</b> | 14.1 To establish its qualifications to perform the contract(s) in accordance with Section III, Qualification Criteria and Requirements, the Bidder shall provide the information requested in the corresponding Information Sheets included in Section IV, Application Forms.                            |
| <b>15. Signing of the Application and Number of Copies</b>         | 15.1 The Bidder shall prepare one original of the documents comprising the Application as described in ITB 11 and clearly mark it "ORIGINAL". The original of the Application shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Bidder. |
|  | 15.2 The Bidder shall submit copies of the signed original Application, in the number specified in the PDS, and clearly mark them "COPY". In the event of any discrepancy between the original and the copies, the original shall prevail   |

#### **D. Submission of Applications**

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| <b>16. Sealing and Identification of Applications</b> | 16.1 The Bidder shall enclose the original and the copies of the Application in a sealed envelope that shall: <ul style="list-style-type: none"><li>(a) bear the name and address of the Bidder;</li><li>(b) be addressed to the Procuring Entity, in accordance with ITB 17.1; and</li><li>(c) bear the specific identification of this prequalification process indicated in the PDS 1.1.</li></ul> |
|   | 16.2 The Procuring Entity will accept no responsibility for not   |



processing any envelope that was not identified as required.

- 16.3 The Applications shall be deposited in the TENDER BOX provided at the address specified in the PDS.
- 17. Deadline for Submission of Applications**
- 17.1 Bidders may always submit their Applications by mail or by hand. Applications shall be received by the Procuring Entity at the address and no later than the deadline indicated in the PDS and placed in the Tender Box.
- 17.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Applications by amending the Prequalification Document in accordance with ITB 8, in which case all rights and obligations of the Procuring Entity and the Bidders subject to the previous deadline shall thereafter be subject to the deadline as extended.
- 18. Late Applications**
- 18.1 Any Application received by the Procuring Entity after the deadline for submission of Applications prescribed in ITB 17 will be returned unopened to the Bidder.
- 19. Opening of Applications**
- 19.1 Any specific electronic Application opening procedures required if electronic submission of Applications is permitted pursuant to Sub Clause 17.1, shall be as specified in the PDS. Procuring Entity shall prepare a record of the opening of Applications that shall include, as a minimum, the name of the Bidder. A copy of the record shall be distributed to all Bidders.

### **E. Procedures for Evaluation of Applications**

- 20. Confidentiality**
- 20.1 Information relating to the evaluation of Applications, and recommendation for prequalification, shall not be disclosed to Bidders or any other persons not officially concerned with such process until the notification of prequalification is made to all Bidders.
- 20.2 From the deadline for submission of Applications to the time of notification of the results of the prequalification in accordance with ITB 28, any Bidder that wishes to contact the Procuring Entity on any matter related to the prequalification process, may do so but only in writing.
- 21. Clarification of Applications**
- 21.1 To assist in the evaluation of Applications, the Procuring Entity may, at its discretion, ask any Bidder for a clarification of its Application which shall be submitted within a stated reasonable period of time. Any request for clarification and all clarifications shall be in writing.
- 21.2 If a Bidder does not provide clarifications of the information requested by the date and time set in the Procuring Entity's request for clarification, its Application may be rejected.
- 22. Responsive-**
- 22.1 The Procuring Entity may reject any Application which is

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| <b>ness of Applications</b> | not responsive to the requirements of the prequalification document. |
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| <b>23. Domestic Bidder Price Preference</b> | 23.1 Unless otherwise specified in the PDS, a margin of preference for domestic Bidders shall not apply in the bidding process resulting from this prequalification.  |
| <b>24. Subcontractors</b>                   | <p>24.1 Bidders planning to subcontract any of the key activities indicated in Section III, Qualification Criteria, shall specify the activity(ies) or parts of the Works to be subcontracted in the Application Submission Form. Bidders shall clearly identify the proposed specialist subcontractors in Forms ELI-1.2 and EXP (experience)-4.2(b) in Section IV. Such proposed specialist subcontractor(s) shall meet the corresponding qualification requirements specified in Section III, Qualification Criteria and Requirements.</p> <p>24.2 At this time, the Procuring Entity does not intend to execute certain specific parts of the Works by subcontractors selected in advance by the Procuring Entity (Nominated Subcontractors) unless otherwise stated in the PDS.</p> |

#### **F. Evaluation of Applications and Prequalification of Bidders**

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| <b>25. Evaluation of Applications</b>  | <p>25.1 The Procuring Entity shall use the factors, methods, criteria, and requirements defined in Section III, Qualification Criteria and Requirements to evaluate the qualifications of the Bidders. The use of other methods, criteria, or requirements shall not be permitted. The Procuring Entity reserves the right to waive minor deviations in the qualification criteria if they do not materially affect the capability of a Bidder to perform the contract.</p> <p>25.2 Only the qualifications of subcontractors that have been identified in the Application may be considered in the evaluation of a Bidder. However, the general experience and financial resources of subcontractors may not be added to those of the Bidder for purposes of prequalification of the Bidder.</p> <p>25.3 In case of multiple contracts, the Procuring Entity shall pre-qualify each Bidder for the maximum number and types of contracts for which the Bidder meets the appropriate aggregate requirements of such contracts, as specified in Section III, Qualification Criteria and Requirements.</p> |
| <b>26. Procuring Entity's Right to</b> | 26.1 The Procuring Entity reserves the right to accept or reject any Application, and to annul the prequalification process and reject all Applications at any time, without thereby   |

Section I Instruction to Bidders

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| <p><b>Accept or<br/>Reject<br/>Applications</b></p>    | <p>incurring any liability to Bidders.</p>   |
| <p><b>27. Prequalification of Bidders</b></p>          | <p>27.1 All Bidders whose Applications have met or exceeded ("passed") the specified threshold requirements will, to the exclusion of all others, be prequalified by the Procuring Entity.</p>   |
| <p><b>28. Notification of Prequalification</b></p>     | <p>28.1 Once the Procuring Entity has completed the evaluation of the Applications it shall notify all Bidders in writing of the names of those Bidders who have been prequalified.</p>  |
| <p><b>29. Invitation to Bid</b></p>                    | <p>29.1 Promptly after the notification of the results of the prequalification the Procuring Entity shall invite Bids from all the Bidders that have been prequalified.</p> <p>29.2 Bidders may be required to provide a Bid Security in the form and an amount to be specified in the Bidding Documents, and the successful Bidder shall be required to provide a Performance Bond to be specified in the Bidding Documents.</p>  |
| <p><b>30. Changes in Qualifications of Bidders</b></p> | <p>30.1 Any change in the structure or formation of an Bidder after being prequalified in accordance with ITB 27 and invited to bid shall be subject to a written approval of the Procuring Entity prior to the deadline for submission of Bids. Such approval shall be denied if as a consequence of the change the Bidder no longer substantially meets the qualification criteria set forth in Section III, Qualification Criteria and Requirements, or if in the opinion of the Procuring Entity, a substantial reduction in competition may result. Any such changes shall be submitted to the Procuring Entity not later than 14 days after the date of the Invitation for Bids.</p> |

## Section II. Prequalification Data Sheet

### A. General

ITB 1.1	The Procuring Entity is: Airports Authority of Jamaica Norman Manley International Airport, Palisadoes, Kingston, Jamaica, West Indies.
ITB 1.1	The list of contracts is: One (1)
ITB 1.1	ICB name and number are: Shoreline Protection SLP-30/NMIA/2019
ITB 2.1	The name of the Project is:  Shoreline Protection-Runway 30 End-Phase1 Norman Manley International Airport
ITB 4.1	(i) The parties in a JV shall be jointly and severally liable.  (ii) Maximum number of partners in the JV shall be: Three (3)
ITB 4.3	<u>Must be</u> a member of the United Nations, of the Common Wealth Countries, European Union Countries, or the USA.
ITB 4.9	Demonstration that taxes etc. are paid by way of submission of a Tax Compliance Certificate <u>is not</u> required at the Prequalification Stage of an International Competitive Bidding process.
ITB 4.10	At the Prequalification Stage of an International Competitive Bidding process, Applicants are not required to present a NCC certificate at this time.  <u>NB: NCC Certificate must be presented prior to the Award of the Contract to successful applicant in the category of Grade 1- Civil Engineering.</u>
ITB 5.1	<u>Must be</u> a member country of the United Nations of the Common Wealth Countries, European Union Countries, or the USA.
B. Contents of the Prequalification Document	

ITB 7.1	<p>For clarification purposes, the Procuring Entity's address is:</p> <p>Attention: Kingsley Kennedy Project Manager Airports Authority Of Jamaica Norman Manley International Airport Palisadoes, Kingston Jamaica</p> <p>Telephone: 1-876-924-8835-7</p> <p>Facsimile number: 1-876-924-8620</p> <p>Electronic mail address: <a href="mailto:aaaj@aaaj.com.jm">aaaj@aaaj.com.jm</a></p> <p>Website Address: <a href="http://www.nmia.aero/tender">http://www.nmia.aero/tender</a></p>
ITB 10.1	<p>The language of the application as well as of all correspondence is: English</p>
ITB 11.1 (d)	<p>The Bidder <u>SHALL</u> submit with its application, the following additional documents:</p> <p><i>Note: The AAJ reserves the right to <u>reject</u> any application that DO NOT submit all the mandatory documents listed below.</i></p> <ul style="list-style-type: none"> <li>-References indicating (at least two(2) each): <ul style="list-style-type: none"> <li>(a) "Fit &amp; Proper", and</li> <li>(b) Competence for this Work</li> </ul> </li> <li>-References (at least two (2)) of Similar Work done/in progress, size and complexity.</li> <li>-List of Key Personnel</li> <li>- Financial Records</li> <li>-Letter of Authorization</li> </ul>
ITB 12.1	<p>The application shall be prepared, submitted using Application Submission Sheet(s) in form furnished in Section IV, Application Forms.</p> <p>The Forms <u>SHALL</u> be completed without any alteration to its format, failure to comply may result in rejection of Application.</p>
ITB13.1	<p>The Applicant <u>SHALL</u> in order to establish eligibility in accordance with ITB4, complete the eligibility declarations in the Application Submission Form and Forms ELI(Eligibility) 1.1 and 1.2, included in Section IV, Application Forms.</p>
ITB 15.2	<p>The number of duly completed documents to be submitted forming this application are: A Total Five (5) submission. One (1) Original, marked Original, and Four (4) Copies, marked copies.</p>

ITB 17.1	<p>For Application submission purposes only, the Procuring Entity's address is:</p> <p style="text-align: center;"><b>Shoreline Protection-Runway 30 End-Phase1 Norman Manley International Airport Airports Authority Of Jamaica</b></p> <p><b>Attention: Kingsley Kennedy Project Manager Airports Authority Of Jamaica Norman Manley International Airport Palisadoes, Kingston Jamaica</b></p> <p><b>Telephone: 1-876-924-8835-7</b></p> <p><b>Facsimile number: 1-876-924-8620</b></p> <p><b>Electronic mail address: <a href="mailto:aaj@aaj.com.jm">aaj@aaj.com.jm</a></b></p> <p><b><u>The Closing Date for submission is:-</u></b> <b><u>Thursday 2019 April 11th at 3:00 p.m. EST</u></b></p>
ITB 22.1	<p>The Procuring Entity's determination of an Application's responsiveness shall be based on the contents of the Application itself, as defined in ITB 11 and in particular ITB 11.1 (d).</p>
<b>E. Procedures for Evaluation of Applications</b>	
ITB 23.1	<p>A margin of preference shall not apply for eligible domestic Bidders.</p>

## **Section III. Qualification Criteria and Requirements**

This Section contains all the methods, criteria, and requirements that the Procuring Entity shall use to evaluate Applications. The information to be provided in relation to each requirement and the definitions of the corresponding terms are included in the respective Application Forms.

### **Contents**

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1. Eligibility	18
2. Historical Contract Non-Performance	19-20
3. Financial Situation	21-23
4. Experience	23-25

### Section III Qualification Criteria and Requirements

Eligibility and Qualification Criteria					Compliance Requirements					Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements			
				All Parties Combined	Each Partner	One Partner				
1. Eligibility										
1.1	Eligibility	In accordance with ITB Sub-Clause 4.2	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N/A	Forms ELI - 1.1 and 1.2, with attachments			
1.2	Conflict of Interest	No conflicts of interest in ITB Sub-Clause 4.4	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N/A	Application Submission Form			
1.3	Government Owned Entity	Applicant required to meet conditions of ITB Sub-Clause 4.6	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Forms ELI - 1.1 and 1.2, with attachments			



### Section iii Qualification Criteria and Requirements

Eligibility and Qualification Criteria			Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
2. Historical Contract Non-Performance							
2.1	History of Non-Performing Contracts	Non-performance of a contract did not occur within the last five (5) years prior to the deadline for application submission based on all information on fully settled disputes or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract and where all appeal instances available to the applicant have been exhausted.	Must meet requirement by itself or as partner to past or existing JV	N/A	Must meet requirement by itself or as partner to past or existing JV	N/A	Form CON-2
2.2	Failure to Sign Contract	Not being under execution of a Bid Securing Declaration pursuant to Sub-Clause ITB 4.7 for five (5) years	Must meet requirement	Must meet requirement	Must meet requirement	N/A	Application Submission Form

### Section III Qualification Criteria and Requirements

Eligibility and Qualification Criteria					Compliance Requirements				Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements		
				All Parties Combined	Each Partner	One Partner			
2.3	Pending Litigation	All pending litigation shall in total not represent more than 25 %, twenty-five percentage of the Applicant's net worth and shall be treated as resolved against the Applicant	Must meet requirement by itself or as a partner to past or existing JV	N/A	Must meet requirement by itself or as a partner to past or existing JV	N/A	Form CON - 2		

												Documentation	
Eligibility and Qualification Criteria												Compliance Requirements	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements						
				All Parties Combined	Each Partner	One Partner							
3. Financial Situation													
3.1	Financial Performance	Submission of audited financial statements including balance sheets or if not required by the law of the Applicant's country, Annual Statements of Financial Position, Comprehensive Income and Cash flows, for the last three (3) years to demonstrate:	Must meet requirement	N/A	Must meet requirement	N/A	Form FIN - 3.1 with attachments						
		(a) the current soundness of the Applicant's financial position and its prospective long term profitability, and	(a) Must meet requirement	(a) Must meet requirement	(a) N/A	(a) N/A							
		(b) capacity to have a cash flow amount of US\$575,000.00 equivalent	(b) Must meet requirement	(b) Must meet requirement	(b) N/A	(b) N/A							

Eligibility and Qualification Criteria					Compliance Requirements			Documentation	
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements		
				All Parties Combined	Each Partner	One Partner			
3.2	Average Annual Construction Turnover	Minimum average annual construction turnover of Five million dollars USD (US\$5.0m) calculated as total certified payments received for contracts in progress or completed, within the last five (5) years	Must meet requirement	Must meet requirement	N/A	Must meet 33 %, (Thirty -three percentage) of the requirement	Form FIN - 3.2		

Eligibility and Qualification Criteria				Compliance Requirements			Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
4. Experience							
4.1	General Construction Experience	Experience in Civil Engineering under general construction or direct Civil Engineering works contracts in the role of contractor, subcontractor, or management contractor for at least the last five (5) years prior to the application submission deadline, and with activity in at least nine (9) months in each year. Applicant must have onboard Licensed Professional Engineer in the category of Civil Engineering.	Must meet requirement	N/A	Must meet requirement	N/A	Form EXP - 4.1
4.2 (a)	Specific Construction Experience	Participation as contractor, management contractor or subcontractor, in at least two (2) contracts within the last Fifteen (15) years, each with a value of at least US\$3.5m, that	Must meet requirement	Must meet requirement	N/A	Must meet require for one contract (can be a specialist subcontractor	Form EXP 4.2(a)

### Section III Qualification Criteria and Requirements

Eligibility and Qualification Criteria		Compliance Requirements					Documentation
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements
				All Parties Combined	Each Partner	One Partner	
		have been successfully and substantially completed and that are similar to the proposed works. The similarity shall be based on the physical size, complexity, methods/technology or other characteristics as described in Section VI, Scope of Works					
4.2 (b)		For the above or other contracts executed during the period stipulated in 4.2 (a) above, a minimum construction experience in the following key activities:  Experience in the construction of coastal protection works to include the construction of rock armour, etc. tetrapods, gabion baskets, revetment works, retaining walls, road	Must meet requirements	Must meet requirements	N/A	Must meet the following requirements for the key activities listed below (can be a specialist subcontractor)  Placement of turbidity barriers and construction of revetment works and earthworks, drainage, and, ecological plants removal & replanting	Form EXP - 4.2 (b)

Section III Qualification Criteria and Requirements

Eligibility and Qualification Criteria		Compliance Requirements				Documentation			
No.	Subject	Requirement	Single Entity	Joint Venture			Submission Requirements		
				All Parties Combined	Each Partner	One Partner			
		works, etc.				etc.			

Bidders will be evaluated based on the following:

A. Must satisfy all items on this section.

1. Satisfactory financing.

Bidders should prove that there are available cash or credit facilities to finance the project.

2. Dispute resolution

The Applicant should state whether or not there is any litigation or dispute resolution resulting from contracts completed or under execution by it over the last five (5) years and provide accurate information in connection with each case. A consistent history of awards against the Applicant or any partner of a joint venture may result in failure of Application.

3. Letter of Authorization

The Applicant shall provide the following statement of authorization:

*"Your agency (the AAJ) and its authorized representatives are hereby authorized to conduct any queries or investigations to verify the statements, documents and information submitted in connection with this Application and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Letter of Authorization will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and requested by you to verify statements and information provided in this Application, or with regard to the resources, experience and competence of the Applicant."*

4. The ability to engage or assemble the team of key qualified personnel at all level for the acceptable execution of the works as specified by the AAJ's designate, the Engineer, in the form of documents including: contract, designs, drawings, specifications, change orders, and instructions.

The successful implementation of the project-works requires the presence of a Professional Civil Engineer (registered in Jamaica), Project/Contracts Manager, and an Environment, Health & Safety Officer. All key operatives must be suitably qualified and with adequate years of relevant experience.



**DETAILED EVALUATION CRITERIA**

**Note: A MINIMUM of 15%/15 points is required in the Financial Situation to be Prequalify.**

**B. A MINIMUM SCORE OF 70% / 70 points OVERALL IS REQUIRED TO PREQUALIFY**

**1. Work Experience of the Applicant (20 points)**

**1.1 General Experience in Civil Engineering- 5 points**

Experience in civil engineering works contracts in the role of contractor, subcontractor, or management contractor for at least the last five (5) years prior to the application submission deadline, and with activity in at least nine (9) months in each year.

Point allocation according to # of years

Years of experience:

Over 5 years	100%	5
5 years	70%	4
Under 5 years	40%	3

**1.2 Specific Experience & Number of similar projects 15 points**

Participation as contractor, management contractor or subcontractor, in at least two (2) contracts within the last Fifteen(15) years, each with a value of at least US\$3.5 million, that have been successfully and substantially completed and that at least one is similar to the proposed works. The similarity shall be based on the physical size, or complexity, or methods/technology or other characteristics as described in Section V, Scope of Works

Point allocation according to # of contracts

Over 2 contracts	100%	15
2 contracts	70%	12
1 contract	40%	8

**2. Experience of Key Personnel / Team (20 points)**

**2.1 General Team Composition & Competence**

**4 points**

A team shall have the following mandatory members:

- Registered Professional Engineer with minimum 5 years' experience in civil engineering works preferable with project specific experience.
- Resident Engineer/Foreman with minimum 10 years' experience in civil engineering works. Civil engineering works to include: rock armouring placement, earth works,

embankment construction, retaining walls, general road works and construction of reinforced concrete Box culvert and U- drains.

- Commissioned Land Surveyor (CLS with experience as a Civil Engineer Surveyor) with a minimum of 5 years' experience in setting out and maintaining survey controls for similar civil engineering projects-works.
- Environmental, Health & Safety Officer with minimum 5 years' experience with post academic qualification experience

## 2.2 Specialized training in field of relevance.

**8 points**

Position	Qualifications/Score
Project Manager	<div> <div>BSc Eng. in Civil/Structural Eng.</div> <div>2 points</div> </div>
	<div> <div>Diploma Engineering Construction</div> <div>1 points</div> </div>
Site/ Resident Engineer	<div> <div>BSc. Civil Engineering / BSc. Construction Management or Equivalent</div> <div>2 points</div> </div>
Foreman	<div> <div>Diploma/ Certificate in Construction Management</div> <div>1 points</div> </div>
Surveyor	<div> <div>Commissioned Land Surveyor see CLS above</div> <div>1 points</div> </div>
Environmental, Health & Safety Officer	<div> <div>Other training</div> <div>1 points</div> </div>

## 2.3 Years of experience in similar projects and in the position of expertise for each specialist.

**8 points**

### a. Civil Engineer - maximum 3 points:

- allocated 60% similar projects, 40% position

### b. Resident Engineer/Foreman - maximum 3 points:

- allocated 60% similar project, 40% position

Point allocation according to # of years

10 years and over	3
5 – 9 years	2
Under 5 years	1

**a. Commissioned Land Surveyor (with experience as a Civil Engineer Surveyor) –  
maximum 2 points:**

*allocated 60% similar project, 40% position*

Point allocation according to # of years

10 years and over	2
5 – 9 years	1
Under 5 years	0.5

**3.0 Contractors should demonstrate the ability to own, lease, rent, and create or any other viable commercial contract access to the following, equipment, units, laboratory, and facilities (all and others as is necessary, suitable, and in good working order): (30 Points)**

- Air Compressor & Breaker Hammers(2-3)
- Ambulance(1)
- Backhoes(2-3)
- Boom Cranes(1-2)
- Buckets for Excavation etc.(8) various size/types
- Bull Dozers D9 (1-2)
- Canteen/Welfare/Change Room(s) Facility(1-2)
- Compactors/Tampers (various types/sizes) (2-4)
- Clamshell-Bucket attachment (1-2)
- Concrete Batching Plant - 200 cubic metres per hour
- Concrete Vibrators (various types/sizes) (6)
- Dewatering Pumps(2-4)
- Dump/Tipper Trucks (10-15)
- Equipment Maintenance Unit (Fully Equipped)(1)
- Excavators(2-3)
- Flat Bed/Low Boy Articulated Trucks(6-8)
- Fuel & Lubricants Storage Facility for say 5days
- Grapple/Claw attachment (Type: mechanical not hydraulic)(2)
- Lighting(Temporary) Mobile Units(4-6)
- Medical, Health Safety & Welfare Unit (Fully Equipped)(1)
- Motor Graders (1-2)
- Power (Electricity) Generating Plant (1-2)

- Roller, Static, minimum 10 tonne(1)
- Roller, Vibratory-variable(1-2)
- Materials Testing/Quality Control Laboratory Unit (Fully Equipped)(1)
- Sanitation Facility: Staff, General, Male, Female(1-2)
- Sheep Foot Roller or tandem attachment (1)
- Telescopic Cranes(1-2)
- Tools-general :small, medium, large, light-heavy duty(varied)
- Water Pumps(2-3)
- Water Storage Facility for say 5days
- Water Trucks (1-2)
- Weigh Bridge Equipment/Device(1)

### 3.0 Equipment Proposed for the Works.

Major items on Contractor's Equipment proposed for carrying out the Works. List all information requested below. Reference: Section III Qualification Criteria and Requirements.

#	Item of Equipment	Description, make & age (years)	Condition (new, good, poor) available	Number Available	Own, lease, rent, other (from whom?) or to be purchased (from whom?)
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

*Add other pages as required*

**4.0 Financial Situation - 30 points****a) Soundness of Financial position and prospective long term profitability: (10 POINTS)**

- i) **Net worth** = Total Assets - Total Liabilities (5 points)

Point allocation for all three (3) years:

for greater than US\$12 million steady and increasing net worth over period - 5 points

for less than US\$12 million but greater than or equal to US\$6 million over period - 3 points

- ii) **Liquidity** = Current Assets/Current Liabilities (5 points)

Point allocation for all three (3) years:

For ratio > 1:1 - 5 points

For ratio less than 1:1 but ≤ 0.5:1 - 3 points

**b) Capacity to have a cash flow amount: (10 POINTS)**

**Free cash flow** averaged over the period  
= Operating Cash flow - Capital Expenditure/ # of years

Point allocation for all three (3) years:

OVER US\$575,000.00 - 10 points

US\$575,000.00 - 7 points

Under US\$575,000.00 - 5 points

**c) Construction Turnover: (10 points)**

Simple average of revenue as reported in financial statements for the five year period.

Point allocation for all three (3) years:

OVER US\$ 5 M - 10 points

US\$ 3 M - 7 points

Under US\$ 2 M - 5 points

Explanation for ratios used:

- a) Net worth - measures a firm's ability to produce profits over the long run as well as its ability to sustain losses.
- b) Current ratio & Debt ratio together cover liquidity and solvency respectively and are used to get a complete picture of a firm's financial position.
- c) Operating Free cash flow - Is the cash flow available to a company for use for expansion and/or financial stability to weather difficult market conditions. It gives a much clear view to generate cash and thus profits.

**NOTES**

1. Applicants will be advised in writing by fax or email, intentionally in 90 days of the date for submission of Applications of the result of their Application, and the names of the prequalified Applicants without indicating any reason for the Procuring Entity's decision.
2. All Applicants are required to ensure that they provide the requisite documentation to facilitate an overall assessment of their qualification status based on the scope of work required.
3. The Procuring Entity reserves the right to:
  - Reject or accept any prequalification; and
  - Cancel the prequalification process and reject all Applications.
4. The Procuring Entity shall neither be liable for any such actions nor be under any obligation to inform the Applicant of the grounds for them.



## Section IV. Application Forms

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<b>Similar Construction Experience</b>	<b>47-52</b>

## Application Submission Form

Date: *[insert day, month, and year]*

ICB No. and title: **SLP-30/NMIA/2019 –**

**Shoreline Protection-Runway 30 End-Phase 1**

**Norman Manley International Airport**

To: *Airports Authority of Jamaica*

We, the undersigned, apply to be prequalified for the referenced ICB and declare that:

- (a) we have examined and have no reservations to the Prequalification Documents, including Addendum(s) No(s)., issued in accordance with Instructions to Applicants (ITB) Clause 8: *[insert the number and issuing date of each addendum]*.
- (b) we, including any subcontractors or suppliers for any part of the contract resulting from this prequalification process, have nationalities from eligible countries, in accordance with ITB Sub-Clause 4.2: *[insert the nationality of the Applicant, including that of all partners in case of a Joint Venture, and the nationality of each already identified subcontractor and supplier of related services, if applicable]*;
- (c) we, including any subcontractors or suppliers for any part of the contract resulting from this prequalification, do not have any conflict of interest, in accordance with ITB Sub-Clause 4.4;
- (d) *[insert either "we are not a Government owned entity" or "we are a Government entity, and we meet the requirements of ITB Sub-Clause 4.6];*
- (e) we, in accordance with ITB Sub-Clause 24.1, plan to subcontract the following key activities and/or parts of the Works:  
  
*[insert any of the key activities identified in Section III- 4.2 (b) which the Applicant intends to subcontract]*
- (f) we declare that the following commissions, gratuities, or fees have been paid or are to be paid with respect to the prequalification process, the corresponding bidding process or execution of the Contract:

<u>Name of Recipient</u>	<u>Address</u>	<u>Reason</u>	<u>Amount</u>
<i>[insert full name for each occurrence]</i>	<i>[insert street/number/city/country]</i>	<i>[indicate reason]</i>	<i>[specify amount in US\$ <u>equivalent</u>]</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

*[If none has been paid or is to be paid, indicate "none".]*

- (g) We understand that you may cancel the prequalification process at any time and that you are neither bound to accept any Application that you may receive nor to invite the prequalified Applicants to bid for the contract subject of this prequalification, without incurring any liability to the Applicants, in accordance with ITB Clause 26.

Signed *[insert signature(s) of an authorized representative(s) of the Applicant ]*

Name *[insert full name of person signing the application]*

In the Capacity of *[insert capacity of person signing the Application]*

Duly authorized to sign the application for and on behalf of:

Applicant's Name *[insert full name of Applicant]* Address

*[insert street number/town or city/country address]*

Dated on *[insert day number]* day of *[insert month]*, *[insert year]*

## Form ELI -1.1

## Applicant Information Form

Date: *[insert day, month, year]*ICB No. and title: **SLP-30/NMIA/2019 –****Shoreline Protection-Runway 30 End-Phase1****Norman Manley International Airport**Page *[insert page number]* of *[insert total number]* pages

Applicant's legal name

*[insert full legal name]*

In case of Joint Venture (JV), legal name of each partner:

*[insert full legal name of each partner in JV]*

Applicant's Actual or Intended country of constitution:

*[indicate country of Constitution]*

Applicant's actual or Intended year of constitution:

*[indicate year of Constitution]*

Applicant's legal address in country of constitution:

*[insert street/ number/ town or city/ country]*

Applicant's authorized representative information

Name: *[insert full legal name]*Address: *[insert street/ number/ town or city/ country]*Telephone/Fax numbers: *[insert telephone/fax numbers, including country and city codes]*E-mail address: *[indicate e-mail address]*

Attached are copies of original documents of

- ☐ Articles of Incorporation or Documents of Constitution, and documents of registration of the legal entity named above, in accordance with ITB 4.1, 4.2.
- ☐ In case of JV, letter of intent to form JV or JV agreement, in accordance with ITB 4.1.
- ☐ In case of Government owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.6.

**Form ELI -1.2****Applicant's Party Information Form**

*[The following form shall be filled in for the Applicant's parties including partner(s) of a joint venture, subcontractors, suppliers and other parties]*

Date: *[insert day, month, year]*

ICB No. and title: **SLP-30/NMIA/2019 –**

**Shoreline Protection-Runway 30 End-Phase1  
Norman Manley International Airport**

JV applicant legal name:

*[insert full legal name]*

Applicant's Party legal name:

*[insert full legal name of Applicant's Party]*

Applicant's Party country of registration:

*[indicate country of registration]*

Applicant Party's year of constitution:

*[indicate year of constitution]*

Applicant Party's legal address in country of constitution:

*[insert street/ number/ town or city/ country]*

Applicant Party's authorized representative information

Name: *[insert full legal name]*

Address: *[insert street/ number/ town or city/ country]*

Telephone/Fax numbers: *[insert telephone/fax numbers, including country and city codes]*

E-mail address: *[indicate e-mail address]*

Attached are copies of original documents of

- ☐ Articles of Incorporation or Documents of Constitution, and Registration Documents of the legal entity named above, in accordance with ITB 4.1, 4.2.
- ☐ In case of a Government owned entity, documents establishing legal and financial autonomy and compliance with commercial law, in accordance with ITB 4.6.

## Form CON – 2

## Historical Contract Non-Performance

*[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]*

Applicant's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Joint Venture Party Legal Name: *[insert full name]*

ICB No. and title: SLP-30/NMIA/2019 –

Shoreline Protection-Runway 30 End Phase1

Norman Manley International Airport

Non-Performing Contracts in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> Contract non-performance did not occur during the <i>[number]</i> years specified in Section III, Qualification Criteria and Requirements, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed during the <i>[number]</i> years specified in Section III, Qualification Criteria and Requirements, requirement 2.1			
Year	Non performed portion of contract	Contract Identification	Total Contract Amount (current value, US\$ equivalent)
<i>[insert year]</i>	<i>[insert amount and percentage]</i>	Contract Identification: <i>[indicate complete contract name/ number, and any other identification]</i>  Name of Procuring Entity: <i>[insert full name]</i>  Address of Procuring Entity: <i>[insert street/city/country]</i>  Reason(s) for non-performance: <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>
Pending Litigation, in accordance with Section III, Qualification Criteria and Requirements			
<input type="checkbox"/> No pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Qualification Criteria and Requirements, Sub-Factor 2.2 as indicated below.			

Year	Outcome as Percentage of Total Assets	Contract Identification	Total Contract Amount (current value, US\$ equivalent)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i>  Name of Procuring Entity: <i>[insert full name]</i>  Address of Procuring Entity: <i>[insert street/city/country]</i>  Matter in dispute: <i>[indicate main issues in dispute]</i>	<i>[insert amount]</i>

**Form FIN – 3.1****Financial Situation**

*[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]*

Applicant's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant's Party Legal Name: *[insert full name]*

ICB No. and title: **SLP-30/NMIA/2019 –  
Shoreline Protection-Runway30End-  
Phase1  
Norman Manley International Airport**

**1. Financial data**

Financial information in (US\$ equivalent in 000s)	Historic information for previous <i>[insert number]</i> years, <i>[insert in words]</i> (US\$ equivalent in 000s)				
	Year 1	Year 2	Year 3	Year ...	Year n
Information from Balance Sheet					
Total Assets (TA)					
Total Liabilities (TL)					
Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					



**2. Financial documents**

The Applicant and its parties shall provide copies of the balance sheets and/or financial statements for [number] years pursuant Section III, Qualifications Criteria and Requirements, Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Applicant or partner to a JV, and not sister or parent companies.
- (b) be audited by a certified accountant.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

- ☐ Attached are copies of financial statements (balance sheets, including all related notes, and income statements) for the [number] years required above; and complying with the requirements

**Form FIN - 3.2****Average Annual Construction Turnover**

*[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]*

Applicant's/Joint Venture Partner's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant's Party Legal Name: *[insert full name]*

ICB No. and title: **SLP-30/NMIA/2019 –**

**Shoreline Protection-Runway 30 End-Phase1**

**Norman Manley International Airport**

Annual turnover data (construction only)		
Year	Amount and Currency	US\$ equivalent
<i>[indicate year]</i>	<i>[insert amount and indicate currency]</i>	<i>[insert amount in US\$ equiv.]</i>
Average Annual Construction Turnover *		

\* Average annual construction turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified in Section III, Qualification Criteria and Requirements, Sub-Factor 3.2.

## Form EXP(experience) - 4.1

### General Construction Experience

*[The following table shall be filled in for the Applicant and for each partner of a Joint Venture]*

Applicant's/Joint Venture Partner's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

Applicant JV Party Legal Name: *[insert full name]*

ICB No. and title: **SLP-30/NMIA/2019 –**

**Shoreline Protection-Runway 30 End Phase1**

**Norman Manley International Airport**

*[Identify contracts that demonstrate continuous construction work over the past [number] years pursuant to Section III, Qualification Criteria and Requirements, Sub-Factor 4.1. List contracts chronologically, according to their commencement (starting) dates.]*

Starting Month /	Ending Month /	Contract Identification	Role of Applicant
<i>[indicate month/ year]</i>	<i>[indicate month/ year]</i>	Contract name: <i>[insert full name]</i>  Brief Description of the Works performed by the Applicant: <i>[describe works performed briefly]</i>  Amount of contract: <i>[insert amount in US\$ equivalent]</i>  Name of Procuring Entity: <i>[indicate full name]</i>  Address: <i>[indicate street/number/town or city/country]</i>	<i>(insert "Contractor" or "Subcontractor" or "Contract Manager")</i>
		Contract name: <i>[insert full name]</i>  Brief Description of the Works performed by the Applicant: <i>[describe works performed briefly]</i>  Amount of contract: <i>[insert amount in US\$ equivalent]</i>  Name of Procuring Entity: <i>[indicate full name]</i>	<i>(insert "Contractor" or "Subcontractor" or "Contract Manager")</i>

		<b>Address: [indicate street/number/town or city/country]</b>	
		<b>Contract name: [insert full name]</b> <b>Brief Description of the Works performed by the Applicant: [describe works performed briefly]</b> <b>Amount of contract: [insert amount in US\$ equivalent]</b> <b>Name of Procuring Entity: [indicate full name]</b> <b>Address: [indicate street/number/town or city/country]</b>	<b>(insert "Contractor" or "Subcontractor" or "Contract Manager")</b>

## Section IV. Application Forms

1-10

## Form EXP (experience)- 4.2(a)

## Similar Construction Experience

*[The following table shall be filled in for contracts performed by the Applicant, each partner of a Joint Venture, and specialist sub-contractors]*

Applicant's/Joint Venture Partner's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

JV Party Name: *[insert full name]*

ICB No. and title: SLP-30/NMIA/2017 –

Shoreline Protection-Runway 30 End for the  
Norman Manley International Airport

Similar Contract No.  <i>[insert number] of [insert number of similar contracts required]</i>	Information		
Contract Identification	<i>[insert contract name and number, if applicable]</i>		
Award date	<i>[insert day, month, year, i. e., 15 June, 2015]</i>		
Completion date	<i>[insert day, month, year, i.e., 03 October, 2017]</i>		
Role in Contract  <i>[check the appropriate box]</i>	Contractor  <input type="checkbox"/>	Management Contractor  <input type="checkbox"/>	Subcontractor  <input type="checkbox"/>
Total Contract Amount	<i>[insert total contract amount in local currency]</i>		US\$ <i>[insert total contract amount in US\$ equivalent]</i>
If partner in a JV, or subcontractor, specify participation in total contract amount	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert total contract amount in US\$ equivalent]</i>
Procuring Entity's Name:	<i>[insert full name]</i>		
Address:	<i>[indicate street / number / town or city / country]</i>		
Telephone/fax number	<i>[insert telephone/fax numbers, including country and city area codes]</i>		
E-mail:	<i>[insert e-mail address, if available]</i>		

## Form EXP (experience) - 4.2(a) (cont.)

## Similar Construction Experience (cont.)

Similar Contract No.	Information
<i>[insert number] of [insert number of similar contracts required]</i>	
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	<i>[insert amount in US\$ in words and in Figures]</i>
2. Physical size	<i>[insert physical size of activities]</i>
3. Complexity	<i>[insert description of complexity]</i>
4. Methods/Technology	<i>[insert specific aspects of the methods/technology involved in the contract]</i>
5. Other Characteristics	<i>[insert other characteristics as described in Section V, Scope of Works]</i>

## Form EXP—(experience) 4.2(b)

## Similar Construction Experience

*[The following table shall be filled in for contracts performed by the Applicant's purposed specialist sub-contractors]*

Applicant's/Joint Venture Partner's Legal Name: *[insert full name]*

Date: *[insert day, month, year]*

JV Party Name: *[insert full name]*

ICB No. and title: SLP-30/NMIA/2019

Shoreline Protection-Runway 30 End Phase1

Norman Manley International Airport

Similar Contract No.	Information		
<i>[insert number] of [insert number of similar contracts required]</i>			
Contract Identification	<i>[insert contract name and number, if applicable]</i>		
Award date	<i>[insert day, month, year, i. e., 15 June, 2015]</i>		
Completion date	<i>[insert day, month, year, i.e., 03 October, 2017]</i>		
Role in Contract <i>[check the appropriate box]</i>	Contractor <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Subcontractor <input type="checkbox"/>
Total Contract Amount	<i>[insert total contract amount in local currency]</i>		US\$ <i>[insert total contract amount in US\$ equivalent]++++++ ++</i>
If partner in a JV, or subcontractor, specify participation in total contract amount	<i>[insert a percentage amount]</i>	<i>[insert total contract amount in local currency]</i>	<i>[insert total contract amount in US\$ equivalent]</i>
Procuring Entity's Name:	<i>[insert full name]</i>		
Address:	<i>[indicate street / number / town or city / country]</i>		
Telephone/fax number	<i>[insert telephone/fax numbers, including country and city area codes]</i>		
E-mail:	<i>[insert e-mail address, if available]</i>		

## Form EXP (experience) - 4.2(b) (cont.)

## Similar Construction Experience (cont.)

Similar Contract No.	Information
<i>[insert number] of [insert number of similar contracts required]</i>	
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	<i>[insert amount in US\$ in words and in Figures]</i>
2. Physical size	<i>[insert physical size of activities]</i>
3. Complexity	<i>[insert description of complexity]</i>
4. Methods/Technology	<i>[insert specific aspects of the methods/technology involved in the contract]</i>
5. Other Characteristics	<i>[insert other characteristics as described in Section V, Scope of Works]</i>



**Personnel****Form PER -1****Proposed Personnel**

Bidders should provide the names of suitably qualified personnel to meet the specified requirements stated in Section III. The data on their experience should be supplied using the Form below for each candidate.

<b>1.</b>	<b>Title of position*</b>
	<b>Name</b>
<b>2.</b>	<b>Title of position*</b>
	<b>Name</b>
<b>3.</b>	<b>Title of position*</b>
	<b>Name</b>
<b>4.</b>	<b>Title of position*</b>
	<b>Name</b>

\*As listed in Section III.



## **PART 2 - Works Requirements**

## **Section V. Scope of Works**

**PART 2- Works Requirement  
Section V. Scope of Works**

**Description of the Works Phase 1**

*NOTE: The works location is within a flight path of the NMIA. Therefore some of the day and/or night time periods of the works execution is likely to be regulated by the Jamaica Civil Aviation Authority (JCAA) so as to comply with the Obstacle Limitation Surface(OLS) limit related to the works location during periods of air craft landing and take.*

The scope of works of the Phase 1 works of the Coastal Protection Works shall include but not limited:

- a. Site preparation and earth works: grubbing, prepare area for stockpile and build temporary access road.
- b. Approximately 358 metres of rock revetment near to the shoreline and the rehabilitation of existing sand dunes with 19,154m<sup>3</sup> of sand all for the protection of the shoreline adjacent to the eastern end of the Norman Manley International Airport runway.
- c. Supply transport and delivery of all materials required including: rock for armour and selected fills to stockpile for later use in the works.
- d. Remove existing Approach Lighting System, supply and install new lighting system.
- e. Relocation of utilities above/below surface, along the shore in the vicinity of the proposed revetment works.

Requirements; Works associated input/output:

- 1. Supply of all the plant, machinery, equipment, tools, and instruments etc., required to start and complete the job including (but not limited to): excavators , bulldozers, graders, backhoes, rollers, water trucks, dewatering pumps, trucks(all types), cranes, and concrete batching plant, demolition, power generators, etc.
- 2. Provide all the personnel, expertise to plan and execute the works which include: management; technical personnel; administrative support; skilled & unskilled operatives.
- 3. Provide the financial resources to undertake the contract management and implement the works.
- 4. Provide As-Built documentation (drawings, etc.), warranties, guarantees, and all other associated contract works and operational documentation.

## Construction Period Phase1 Works

### Project-Works Timeline

The estimated duration of the project-works is five (5) months (one month mobilization and four months construction).

### Full Project-Works Site Plan and Phase1 Location.

NOTE: Location of Phase 1 Works. The revetment works is approximately 358 metres in length. Using the centre line of the runway as the reference line, the revetment is about 202 metres south westerly and about 156 metres north easterly.

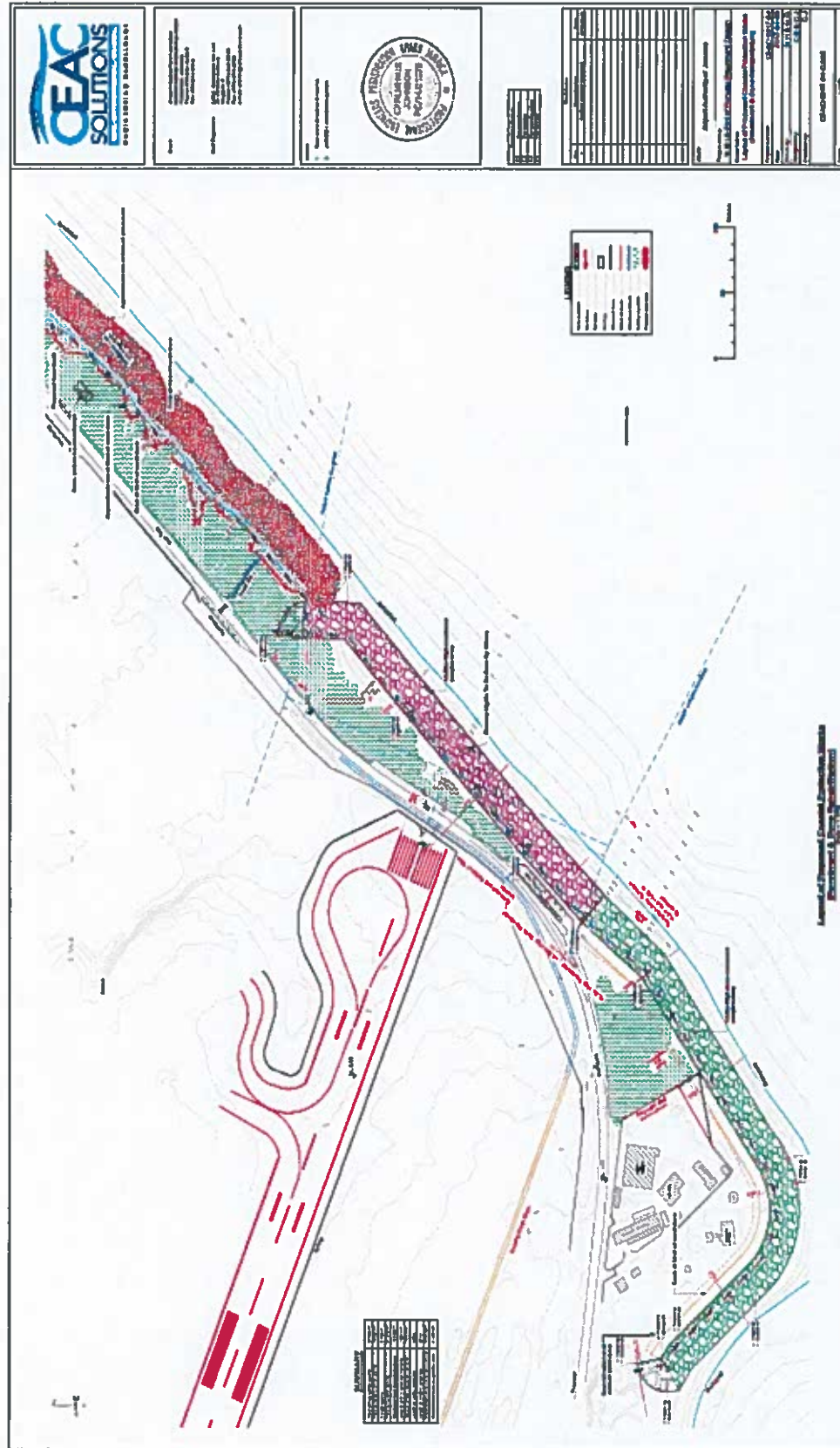
202m South Westerly	156m North Easterly
358m Phase1 Revetment	

A Diagrammatic Representation of the 358m of Phase1 Location Revetment on both sides (south westerly and north easterly) of the Runway Centre Line.

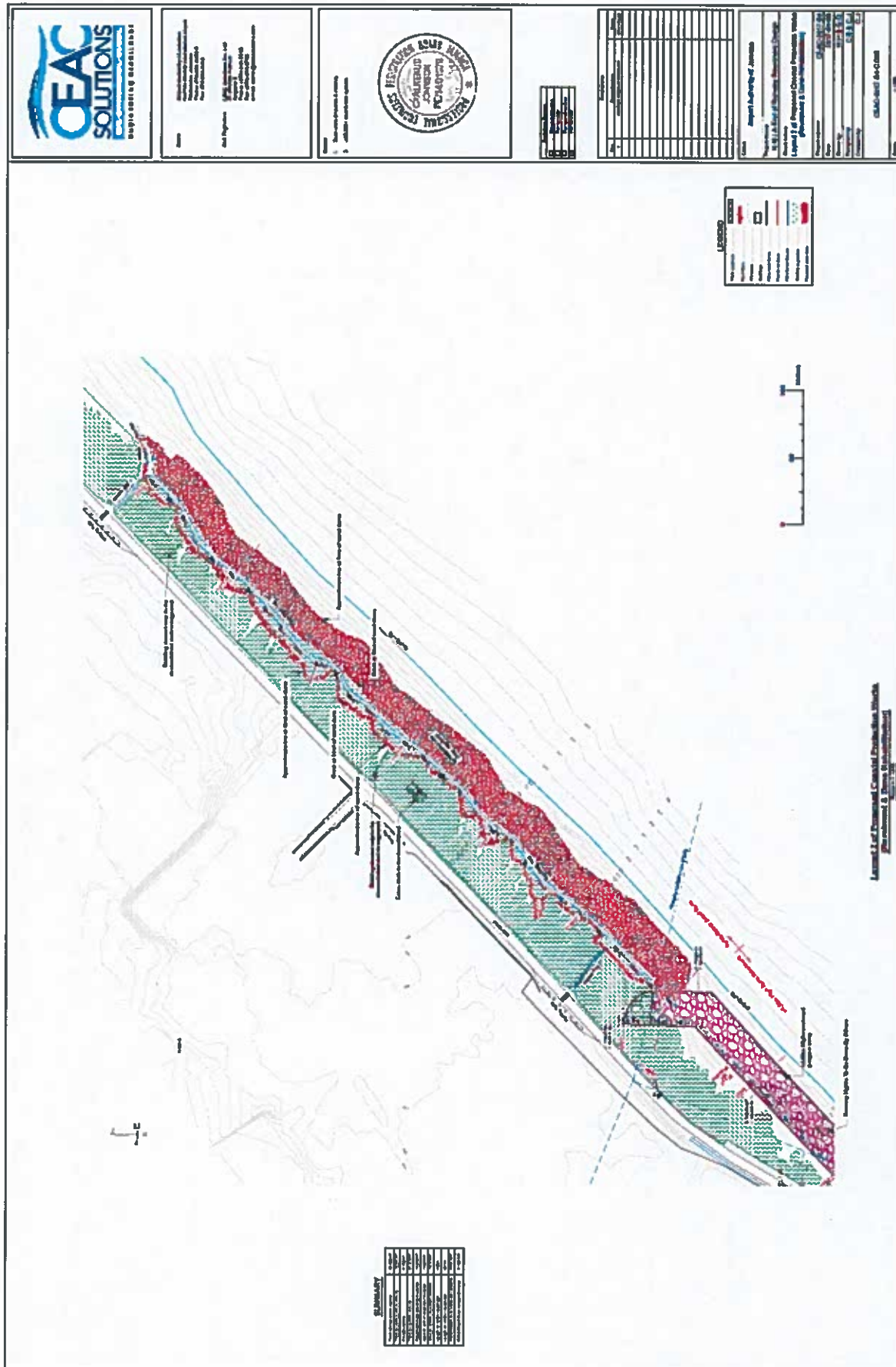
## SITE AND OTHER DATA

# Full Project-Works Site Plan

Layout Drawing







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PREQUALIFICATION DOCUMENT

For

PROCUREMENT OF CIVIL WORKS

For

**Shoreline Protection-Runway 30 End-Phase -1**

Norman Manley International Airport

March 11, 2019

Invitation for Prequalification

Project #: SLP-30/NMIA/2019

Procuring Entity: Airports Authority of Jamaica

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