



BARBADOS TOURISM INVESTMENT INC.

**REQUEST FOR PROPOSAL (“RFP”) for the:**

**PURCHASE OF THREE PARCELS OF LAND (17.3 ACRES)  
AND THE DEVELOPMENT OF A HOTEL RELATED PROJECT  
OR PROJECTS AT  
SAM LORD’S CASTLE ESTATE**

**RFP No. RGP- 003**

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## 1. Introduction

The Government of Barbados (GOB) has selected the Barbados Tourism Investment Inc (BTI) as its executing agent to assist with the development of the Sam Lord's Caste Estate, which is currently owned by the BTI. The estate is currently subdivided into five parcels of land (survey attached). BTI is currently undertaking the development of a 450 room Hotel project on Lot 1, which measures 28.3 acres : this project is slated for completion in March 2022. To boost the attractiveness of the entire estate, BTI is now seeking proposals from interested developers for the purchase and subsequent development of a tourism related project or projects on the three adjacent parcels which measure approximately 17.3 acres: Lot 5 (12.1 acres), Lot 4 (2.5 acres) & Lot 3 (2.7 acres), which will have full beach access. BTI anticipates making an award to the successful bidder on or before November 26, 2021. BTI reserves the right to withdraw the Request for Proposals, to reject any or all proposals, and to accept any proposal deemed to be in the best interest of the GOB. The successful bidder will benefit from incentives for development of projects within the hotel and hospitality sector under the existing fiscal regime.

## 2. Project Proposal

The proposal must contain information to allow a full evaluation of the following:

- i. The proposed purchase price of the parcels , measuring approximately 17.3 acres, the title of which will be transferred fee simple absolute upon sale.
- ii. Provide evidence of financial capacity to fund the purchase and subsequent development of a tourism related project or projects on the parcels purchased. Only parties providing evidence of financial capacity to undertake the development of a project or projects together with the purchase of the parcels will be considered.
- iii. Provide a concept design for the project or projects showing proposed site layout, associated amenities and a rendering.
- iv. Submit background information on the development group including the investors, contractors, and other parties and how the project or projects will be organized and executed.
- v. Submit experience in designing, constructing, operating, and owning a hotel or tourism related project.
- vi. Submit a summary proposal/business plan containing:
  - (i) description of the project or projects and other amenities that will be catered for ;
  - (ii) expected investment and proposed capital structure ;
  - (iii) summary financial projections for the project or projects;
  - (iv) employment levels during construction and post construction;
  - (v) expected contractors, relevant experience, and overall supervision;

- (vi) project schedule showing key milestones to start and complete the project or projects;
- (vii) any market studies;
- (viii) details on the level of local content projected during construction and during commercial operations.

The GOB will use the responses to this RFP to rank and select those parties, who will be invited to negotiate a purchase agreement for the three parcels of land, plus development conditions, and other incentives that will be provided.

### **3 Timeline/ Event Schedule**

<b>Event</b>	<b>Date</b>
RFP Issued	July 23 , 2021
Site Visit	During week of September 6 , 2021
Questions Due from Bidders	On or before September 13 , 2021
Brief Meeting of Bidders with BTI	During week September 20,2021
Bid Proposals Submission Deadline	No later than 4.30pm Barbados time October 15, 2021.
Bid Opening Date	2.00 pm Barbados time, October 18, 2021
Award of Contract	November 26, 2021

## **4. Proposal Review & Selection Process**

### **1. Interviews & Final Ranking**

If the Selection Committee is satisfied with the top-ranked proposal, a recommendation is made to the GOB to award a contract to the successful bidder for the purchase of the parcels of land together with a development plan for the tourism related project or projects. If GOB is not satisfied with the recommendation, GOB will provide reasons to the Selection Committee for declining such and may provide its recommendation to allow BTI to proceed to award the contract with the bidder who may be the next ranked bidder/ on the list.

The Selection Committee will be comprised of a representative from each of the following:

- 1) The BTI;
- 2) Prime Minister's Office;
- 3) Town & Country Department Planning Office;

- 4) Ministry of Housing, Lands and Maintenance;
- 5) The Barbados Tourism Marketing Inc.; and
- 6) The Ministry of Finance, Economic Affairs and Investment.

## **2. Minimum Evaluation Criteria**

Each proposal must meet all the following criteria in order to be considered for further evaluation:

- A. Proposed Bidder must meet all of the submittal requirements specified above;
- B. Proposed Bidder must complete, sign, and submit all required forms set out in the RFP.

### **C. Minimum Qualification Criteria**

1. The Bidders who wish to participate in the tender must fulfil the following requirements and bids of only those who fulfil these requirements shall be considered for detailed evaluation.
2. The Bidder should possess a Certificate of Good Standing from the country of incorporation.
3. In case of a sole proprietorship firm, an affidavit of sole proprietorship should be submitted on the firm's letter head along with the bid.
4. In case of a partnership firm, partnership deed duly notarized/ certified, should be submitted along with the bid.
5. In case of other bodies, relevant documents should be submitted along with the bid. E.g., in the case of consortium, documents defining the constitution or legal status of each party in the consortium, being equity or debt holder and their proportionate holding.
6. Copies of financial statements for the last 3 years should also be submitted along with the bid. Bids without these documents are liable to be rejected.

### **D. Validity of Bid**

1. The bid shall remain valid for a period of 180 days from date of opening of technical bid. BTI may request the bidders to extend the period of validity for a specific period.

The request and response thereto shall be made in writing/e-mail. The bidder will have an option to refuse the request within seven (7) days. However, in the event of the bidder agreeing to the request, they will not be permitted to modify the bid.

2. In case of partnership firm, a Power of attorney in favour of the partner/person signing the documents authorizing him to sign the documents should be submitted along with the bid. Such power of attorney should be signed by the other parties/all partners (in case of 3<sup>rd</sup> person other than partner). In case of a company, a copy of the Board Resolution authorizing the signatory of the bid to sign on behalf of the company should also be submitted along with the bid proposal.
3. The bidder should not submit their offer with any conditions / counter conditions anywhere in the bid document. The conditional bids, if any, shall be considered as non-responsive and shall be summarily rejected.

#### **E. Comparative Evaluation Criteria**

1. **Proposed Purchase Price:** A proposed purchase price which maximizes the economic benefit to the GOB will be considered highly advantageous. However, the purchase price will not be the sole determining factor and will be considered among the other following criteria.
2. **Proposed Project :** The GOB will select a proposal based not only on the price but also on the quality and character of the development project or projects which should be consistent with the goals and objectives described in this RFP.
3. **Project Schedule:** A project schedule that fully supports the goals of a timely development, in conjunction with the Sam Lord's Hotel scheduled development will be highly advantageous. The proposed Bidder must demonstrate the capability to complete the project in an expedited manner.
4. **Development Team Qualifications:** The Proposed Bidder's demonstrated experience obtaining necessary permits and implementing development plans similar to those proposed including financial structure will be considered highly advantageous.
5. **Financial Stability & Capacity:** The Proposed Bidder must provide proof of ability to meet the financial obligations of the purchase and proposed development. Evidence of financing interest or commitment of lenders/donors in connection with this venture will be highly advantageous.

6. **Scoring:** The scoring weights of the proposals are listed in the General Conditions set out below under Evaluation and Selection Criteria. The most advantageous proposal from a responsive and responsible Bidder, taking into consideration price and all other Evaluation Criteria set forth in this RFP, will be selected.

**Determination of Responsiveness:** Any bid which does not satisfy criteria set out in the RFP shall summarily be rejected and shall not be considered for further evaluation. The Selection Committee will scrutinize the bids to determine whether the bid is substantially responsive to the requirements of the bid documents. For the purpose of this clause, a substantially responsive bid is one which inter alia confirms to all the terms and conditions of the bid documents without any deviation or reservation.

## **5. General Conditions**

All proposals are subject to the attached **Schedule 'A' General Conditions** which is part of this RFP, including but not limited to the Proposed Bidder providing a signed and dated *Proposal Form*.

**SCHEDULE 'A' GENERAL CONDITIONS****APPLICABILITY**

The following General Conditions contained in this document described as Schedule 'A' apply to and are an integral part of the "*Request for Proposals (RFP), for the Purchase of three parcels of land measuring approximately (17.3 acres) and development of a tourism related project or projects at Sam Lord's Estate,*"

**DEFINITIONS AND ADMINISTRATIVE REQUIREMENTS****1.0 DEFINITIONS**

Throughout these General Conditions, the following definitions apply:

"BTI" means 'Barbados Tourism Investment Inc.', the Government owned entity responsible for the administration of government assets in the Barbados tourism industry and is a company incorporated under the laws of Barbados.

'Bid Opening Date" means the announced date and time for the opening of the bid proposals at the place specified.

'Bidder' means a person or organization making a formal offer to purchase the three parcels of land together with a plan for the development of a tourism related project.

"Contract" means the written agreement resulting from this Request for Proposals executed by Barbados Tourism Investment Inc (BTI) and the Proponent

"Must", "shall" or "mandatory" means a requirement that must be met in order for the proposal to received consideration.

"Proponent" means an individual or a company that submits, or intents to submit, a proposal in response to This Request for Proposals

"Proposal" means a submission in response to the "Request for Proposals (RFP) for Purchase of three parcels of land and development of a tourism related project or projects at Sam Lord's Estate".

"Request for Proposal" and "RFP" means this Request for Proposals.

"Should" or "desirable" means a requirement having a significant degree of importance to the objective of the Request for Proposal.



## **2.0 TERMS AND CONDITIONS**

The following terms and conditions will apply to this RFP. Submission of a proposal in response to this RFP indicates acceptance of all the terms that follow and that are included in any addenda issued by BTI.

## **3.0 CHANGES TO PROPOSALS**

By submission of a written notice, a Proponent may amend or withdraw its proposal prior to the closing date and time.

Upon closing, all proposals become irrevocable. The Proponent will not change the wording of its proposal after Closing and no words or comments will be added to the proposal unless requested by BTI for clarification.

## **4.0 PROPONENT EXPENSES**

Proponents are solely responsible for their own expenses in preparing a proposal. If BTI elects to reject all proposals, BTI will not be liable to any Proponent for any claims for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with a final Contract, costs for returning unopened proposals, or any matter whatsoever.

## **5.0 PRICING**

Prices will be for the purchase of the land and the subsequent development of a tourism related project or projects unless this RFP states otherwise.

## **6.0 CURRENCY AND TAXES**

Prices quoted are to be in Barbadian dollars and inclusive of taxes, duty, and delivery charges where applicable.

## **7.0 SUB-CONTRACTING**

Using a sub-consultant (who must be clearly identified in the Proposal) is acceptable.

This includes a joint submission by two Proponents having no formal corporate links. However, one of these Proponents must be prepared to take overall responsibility for successful interconnection of the two product or service lines and this must be defined in the Proposal.

Sub-contracting to any firm or individual whose current or past corporate or other interests may, in BTI's opinion, give rise to a conflict of interest in connection with

the services will not be permitted. This includes, but is not limited to, any firm or individual involved in the preparation of this RFP.

Where applicable, the names of approved sub-consultants listed in the proposal will be included in the Contract. No changes or additions to the list will be permitted without the written consent of BTI.

## **8.0 ACCEPTANCE OF PROPOSALS**

BTI is not bound to accept the lowest priced or any proposal of those submitted. Proposals will be assessed in light of the evaluation criteria and BTI is under no obligation to receive further information, whether written or oral, from any Proponent.

Neither acceptance of a proposal nor execution of a Contract will constitute approval of any activity or development contemplated in any proposal that requires any approval, permit or license from another government agency.

BTI reserves the right to reject any and all Proposals for any reason or to accept any Proposal in whole or in part on the basis of the Proposals received which BTI, in its sole unrestricted discretion, deems to be the best value for the Government of Barbados. The lowest or any proposal may not necessarily be accepted.

Proponents acknowledge BTI's rights under this clause and absolutely waive any right of action against BTI or its failure to accept their Proposals whether such right of action arises in contract, negligence, bad faith or any other cause of action.

BTI reserves the right to cancel this RFP at any time and for any reason, and will not be responsible for any loss, damage, cost or expense incurred or suffered by any Proponent as a result of such cancellation.

BTI reserves the right to enter into negotiations with one or more Proponents concerning the terms and conditions of the purchase and subsequent hotel development, and expressly reserves the right through such negotiations to request changes, alterations, additions or deletions from the terms of any Proposals received by the Government of Barbados.

After acceptance by BTI, the successful Proponent will be issued a written Notice of Award.

**9.0 DEFINITION OF CONTRACT**

Notice in writing to a Proponent of the acceptance of its Proposal by BTI and the subsequent full execution of a written Contract for the Purchase of the three lots will constitute a Purchase Agreement.

**10.0 LIABILITY FOR ERRORS**

While BTI has used considerable efforts to ensure an accurate representation of information in this RFP, the information contained in this RFP is supplied solely as a guideline for Proponents. The information is not guaranteed or warranted to be accurate by BTI, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP is intended to relieve Proponents from forming their own opinions and conclusions with respect to the matters addressed in this RFP.

**11.0 MODIFICATION OF TERMS**

BTI reserves the right to modify the terms of the RFP at any time at its sole discretion. Such modifications will be communicated to all Proponents through formal addenda on its website or any other form of BTI's choosing.

**12.0 OWNERSHIP OF PROPOSALS AND FREEDOM OF INFORMATION**

All documents, including Proposals, submitted to BTI become the property of BTI. Each Proposal should clearly identify any information that is considered to be confidential or proprietary information, to which BTI will comply in accordance with local legislation.

**13.0 CONFIDENTIALITY OF INFORMATION**

Information pertaining to BTI, and the project obtained by the Proponent as a result of participation in this project is confidential and must not be disclosed without written authorization from BTI as applicable.

**PROPOSAL SUBMISSION REQUIREMENTS****PROPOSAL SUBMISSION**

3 copies of the Proposal, complete with one (1) copy of the signed and dated Proposal Form provided herein.

Proposals must be submitted in a sealed package with the name and address of the Proponent and the Request for Proposal title clearly marked on the outside.

Mr. Stuart Layne  
Chief Executive Officer  
Barbados Tourism Investment Inc.  
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Bridgetown, BB11142, Barbados  
Tel: (246) 426-7085: FAX (246) 426-7086  
Email: [slayne@tourisminvest.com.bb](mailto:slayne@tourisminvest.com.bb)

Queries should be submitted in writing to [slayne@tourisminvest.com.bb](mailto:slayne@tourisminvest.com.bb); cc: [hjones@tourisminvest.com.bb](mailto:hjones@tourisminvest.com.bb) and [marthur@tourisminvest.com.bb](mailto:marthur@tourisminvest.com.bb) on or before September 13, 2021.

Proposals should be submitted by **October 15, 2021, by 4:30 pm**. It is anticipated that protective Proponents will be invited to an interview during the week of September 20<sup>th</sup>, 2021.

Late proposals will not be considered and will be returned to Proponents unopened at the Proponent's expense.

Proposals that are unsealed, conditional, illegible, obscure, contain arithmetical errors, erasures, alterations, or irregularities of any kind may, at the discretion of BTI be declared disqualified.

The person(s) authorized to sign on behalf of the Proponent and to bind the Proponent to statements made in response to this RFP must sign the Proposal Form. Unsigned proposals will not be accepted.

Proponents shall be solely responsible for the delivery of their Proposals in the manner and time prescribed, and BTI will accept no responsibility for documents delivered to other facilities and, at the discretion of BTI, may be declared disqualified.

No proponent shall make any personal presentation or representation regarding this RFP to any elected official of BTI.

#### **DISCLAIMER**

Each proponent is responsible to review and understand the terms and conditions of this RFP, and the scope of work being requested. BTI makes no representation or warranty as to the accuracy or completeness of the information contained in this RFP and the Proponent is solely responsible to ensure that it has obtained and considered all information necessary to understand the requirements of the RFP, and to prepare and submit its Proposal. BTI will not be responsible for any loss, damage, claim or expense incurred by a Proponent as a result of any inaccuracy or incompleteness in this RFP, or as a result of any misunderstanding or misinterpretation of the terms of this RFP on the part of any Proponent.

**EVALUATION AND SELECTION CRITERIA**

The following criteria will be applied by BTI and BTI’s representations or agents as applicable:

<b>MANDATORY CRITERIA</b>
Proposal must be received at the closing location by the specified closing date and time.
Proposal Form completed and signed by a person authorized to bind the Proponent to statements made in the submission.

<b>DESIRABLE CRITERIA</b>	<b>Points Assigned</b>
Capture full scope of work and displays potential for creativity in satisfying and even exceeding the Brief.	10
Thoroughness, practicality and appropriateness of proposal.	10
Applicable experience of company and assigned developer/ consultant team.	10
Quality of proposal materials presented.	20
Value for money	50
<b>Total</b>	<b>100</b>

**CONTRACT CONDITIONS**

By submission of a proposal, the Proponent agrees that should its proposal be successful, the Proponent will enter into a Contract with BTI that subject to negotiation, may include the following selected contract clauses:

**1.0 COMPLIANCE WITH LAWS**

The Proponent will give all the notices and obtain all the licenses and permits required to carry out the development project or projects. The Proponent will comply with all laws applicable to the purchase and subsequent development of the project or projects.

## **2.0 LAWS OF BARBADOS**

Any Contract resulting from this RFP will be governed by and will be construed and interpreted in accordance with all laws of Barbados.

## **3.0 INDEMNITY**

Notwithstanding the providing of insurance coverage to be sought during project development, the Proponent hereby agrees to indemnify and save harmless BTI , its officers, agents and employees from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by whomever made, brought or prosecuted and in any manner based upon, arising out, related to, occasioned by or attributable to the activities of the Proponent, its servants, agents, sub-contractors and sub-operators, in providing the services and performing the work during project development, excepting always liability arising solely out of the negligent act or omission of BTI.

## **4.0 COMPLIANCE WITH GOVERNMENT OF BARBADOS' PROCUREMENT POLICY**

The following forms/certificates are to be included in your Proposal Response:

- a) Certified copy of Business Registration Certificate/ Certificate of Incorporation
- b) Certificate of Good Standing from country of incorporation
- c) Point of Contact Form (attached)

It should be noted that all bids are required to comply with the Barbados' Government's procurement policy. Bids that are deemed non-compliant will not be considered.

**FORMAT OF PRICE BID**

<b>Parcel</b>	<b>Area</b>	<b>Price (BDS\$)</b>
Lot 3	2.7 acres	
Lot 4	2.5 acres	
Lot 5	12.1 acres	
	Total	

**CLOSING DATE AND TIME:** \_\_\_\_\_ Atlantic TIME ON \_\_\_\_\_, 2021

**This form must be completed, signed and included with the submission.**

The undersigned confirms that their submission is in response to the Request for Proposal for

**Name of Business/Firm:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact Name:**

**Phone:**

**Fax:**

**Email:**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Name and Title**

\_\_\_\_\_  
**Date**



## DECLARATION BY THE BIDDER

(To be completed, signed with seal, scanned and returned with bid submission)

1. I/We, \_\_\_\_\_ (Name of bidder) having examined the RFP No. RGP- 003 and fully understood its content hereby submit the tender for allotment of real estate asset tendered by BTI, on “as is where is” basis for through tender-cum-development, use.

2. I/We accept all the terms & conditions of the Tender Document including its addendum(s), corrigendum(s) and replies to the pre bid queries.

3. I/We do hereby confirm that no changes have been made in the tender document received and submitted by us for the tender.

4. I/We do hereby undertake that I/we have not made any payment or illegal gratification to any person/authority connected with the bidding process of tender so as to influence the bidding process and have not committed any offence under the laws of Barbados in connection with the bid.

5. I/We have submitted copies of the required documents as mentioned in the tender document.

6. I/We/ or any of the consortium members have not been disbarred, banned or charged by any government authority in Barbados or elsewhere.

7. I / We understand that BTI reserves the right to accept or reject any tender and to annul the tendering process and reject all tenders at any time without any liability or any obligation for such acceptance, rejection or annulment without assigning any reason thereof.

8. I / We hereby undertake that we will abide by the decision of BTI in the matter of examination, evaluation and selection of successful bidder and shall refrain from challenging or questioning any decision taken by BTI in this regard.

Name & Signature of the bidder with company/ office seal:

Date

Witness:

PRINT NAME

**REQUIRED DOCUMENTS FOR RFP**

DOCUMENTS	INCLUDED Y/N	FOR SELECTION COMMITTEE USE ONLY
1. Letter of Interest		
a. Authorization letter		
b. Indicate whether SPV		
2. Price Proposal of three Parcels		
3. Bidder Documents		
If Company- Articles of Corporation		
By-laws, resolution of company authorizing submission of RFP		
If Partnership		
If Consortium		
If Sole Proprietorship		
Three (3) years Financials		
4 Certificate of Good standing		

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