NOTICE

REQUEST FOR PROPOSALS

GOVERNMENT OF BARBADOS

Loan No. 1332/OC-BA

BARBADOS ADMINISTRATION OF JUSTICE PROGRAMME

REQUEST FOR PROPOSALS

PRISON REHABILITATION CAPACITY CONSULTING SERVICES

**FOR HER MAJESTY’S PRISONS**

1. The **Government of Barbados** has received a loan from the **Inter-American Development Bank** towards financing the modernization and strengthening of **the Administration of Justice Programme,** and it intends to apply a portion of the funds to eligible payments under the contract for the Prison Rehabilitation Capacity Programme for which this Request for Proposals is issued.
2. The Government of Barbados, through its executing agency the **Justice Improvement Programme Secretariat, Office of the Attorney General**, now invites technical and financial proposals to provide the following consulting services: Prison Rehabilitation Capacity Programme. More details on the services are provided in the Terms of Reference at section 5 of the Request for Proposal (RFP).

3. A firm will be selected under **Quality and Cost Based Selection Method**and procedures described in this RFP, in accordance with the policies of the Inter-American Development Bank (IDB) detailed in the Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank which can be found at the following website: **http://www.iadb.org/procurement.**

4. Applicants interested in any tenders by the Government of Barbados should be aware that the Labour Clauses (Public Contracts) ACT CAP 349 shall in so far as is applicable to the tender, apply to any contract made in respect of the tender. Full details of the conditions of the ACT CAP 349 may be obtained from the Chief Labour Officer, 2nd Floor East, Warrens Office Complex, St. Michael.

5. The successful Tenderer will be required to enter into a Contract approved by the Solicitor General (SG) or another Legal Officer in the Public Service approved by the SG. A surety for the due performance of the contract will be required by way of one of the following methods listed below:-

1. By way of a deposit with the Treasury of a sum of money or approved securities to the value of not less than ten percent (10%) of the contract price; or
2. By way of a Bank or an accredited Insurance Company whose liability shall not be less than ten percent (10%) of the contract price. The cost of obtaining such a surety shall be the responsibility of the contractor, who need not specifically make arrangements for sureties unless and until his/her tender has been accepted; or
3. By way of satisfactory personal sureties

6. If the firm that is awarded the contract is incorporated outside of Barbados, it must register in Barbados as an external company under the Companies Act of Barbados.

7. The RFP which includes Section 2 - Instructions to Consultants (including Data Sheet), Section 3 - Technical Proposal - Standard Forms, Section 4 - Price Proposal - Standard Forms, Section 5 - Terms of Reference, Section 6 - Standard Contract, Section 7 – Eligible Countries may be obtained on the submission of a written application to the Project Director, Justice Improvement Programme Secretariat at the address below for a non-refundable fee or Fifty Barbados Dollars (BDS $50.00 or Twenty-five United States Dollars (US $25.00).

The Project Director

Justice Improvement Programme Secretariat,

2nd Floor Goding House,

Spry Street, St. Michael,

Barbados, West Indies,

Tel: (246) 427-7579, Fax: (246) 427-8061,

Email: [jips@caribsurf.com](mailto:jips@caribsurf.com) or [justiceimprovement@barbados.gov.bb](mailto:justiceimprovement@barbados.gov.bb)

Office hours. 8:30 a.m. to 4:30 p.m. Barbados time

Monday to Friday, except on Public Holidays

8. The method of payment will be in the form of a Certified cheque, Bank Draft or International Money Order, made payable to the ACCOUNTANT GENERAL, the Treasury Building, Bridge Street, Bridgetown

9. One (1) original and one (1) copy of the RFP must be prepared in English and submitted in sealed envelopes clearly marked **“Barbados Administration of Justice Programme: Request for Proposal Prison Rehabilitation Capacity Consulting Services for Her Majesty’s Prison”** to:

The Chairman

Special Tenders Committee

c/o Central Purchasing Department

Holborn Circle

Fontabelle, St. Michael

Barbados

10. Submissions should be placed in the Tenders Box located at the address in paragraph 8, no later than **4.30 p.m. Barbados time on Wednesday, September 1, 2010. Late submissions will not be accepted and will be returned unopened to the Applicants**. Applications will be opened in the presence of the Applicants’ representatives who choose to attend, at the address, date, and time indicated in the RFP

11. The Government of Barbados reserves the right to accept or reject any proposal received.