**REQUEST FOR PROPOSAL  
SPECIFICATION OF WORKS**

**Procurement No:** **41-w001-24**

## Specification

### Background

The expansion and upgrading of the Restaurant and processing facility at Tabonteuabu, Bairiki is one of the company’s strategies to address the issue of shutting down the operation of the restaurant at times the catering orders are at in peak position. It is also part of the Chef’s initiative to maximise production and value-added products and services to the public and boost income as a return on investment.

The project will target the operation of both the restaurant and catering services at the same time and provide more job opportunities to the public who may be hired to fully-man the services of the facility upon completion. This helps alleviate the high number of unemployment and increase the productivity of the company to serve its purpose of existence.

### Requirements

All supporting documentation must be in English.

1. Business Registration and License with nature of business indication that the tenderer has the ability and capable to carry out the scope of business and works.
2. Signed certificate of compliance form should be provided. Failure to follow this instruction will result in rejection of the tender.
3. Tax Clearance letter from the Tax Office for tax registered companies. Failure to submit will result in tender rejection.
4. A complete and detailed Bill of Quantity (BOQ) and Time Schedule or workplan indicating the duration of the work.
5. Technical component showing the team’s competencies to execute the scoping works and evidence to prove the capacity of a contractor to finish the tasks according to deadlines and meet expectations.
6. Financial component, including annual financial reports to state the financial stability of the tenderer to meet financial needs and gaps during the work.

### Related services

Any related services that can be offered besides the nature and scope of work.

### Project Time & Final Delivery

Provide the projected timeline and delivery of the project with number of crew to employ.

## Description of the Works

*Here, list all items to be Tendered*

*(This part may be replaced by a Procuring Entity or proprietary Contractor description)*

1. Preliminaries
2. Demolition works.
3. Concrete works
4. Reinforcing steel
5. Blockwork
6. Carpentry
7. Joinery
8. Hardware
9. Electrical services
10. Painting and decoration

## Tenderer’s References

### Relevant similar deliveries carried out in the last five years

Please, provide information on each delivery for which your firm/entity, either individually as a corporate entity or as one of the major companies within an association, was legally contracted.

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| --- | --- | --- | --- |
| Works delivered | Reference | Contact details | Value |
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