



PRE-BID MEETING MINUTES

Date: Wednesday, September 24th, 2025

Venue: Muffles Junior College, Orange Walk Town

“Design And Construction of Tourist Park and Independence Park in Orange Walk Town, Belize”

Loan Number: 5877/OC-BL & 5881/GR-BL

RFB No: BL-L1046-P00004

Start Time: 1:30 p.m.

Agenda:

- Introduction
- Project Overview
- Procurement Presentation
- Finance (payment and taxes)
- Technical Presentation (Drawings and Priced Activity Schedule)
- Discussion/ Questions

The following were present from the Central Executing Unit (CEU), Ministry of Finance:

1. Isani Enriquez - CEU
2. Kathya Castaneda - CEU
3. Colin Escalante - CEU
4. Sandeep Betancourt - CEU
5. Ruby Pascascio - CEU
6. Karon Hamilton - CEU

Representatives of the following companies and the Orange Walk Town Council who attended the Pre-Bid Meeting:

1. Dervin Fornard, DE&F Engineering
2. Juan Carlos Menzies, Caracal Architectural Designs
3. Jeovanne Guerra, Guerra's Construction
4. Humberto Blanco, HB Construction
5. Alberto Guerra, Orange Walk Town Council
6. Aruny Perez, Orange Walk Town Council
7. Allen Yu, Orange Walk Town Council

Meeting Objectives

To clarify procurement requirements, evaluation criteria, submission guidelines and technical overview for the Design and Construction of Tourist Park and Independence Park, Orange Walk District, Belize.

Key Questions and Clarifications

1) Point of Clarification – Power of Attorney

- **Response:** The firm must submit three (3) Power of Attorney documents if you intend to join a “joint venture”. One for each firm, if the firm has more than one (1) shareholder and another one indicating who is the lead firm and who is the authorized personnel.

2) Are there two (2) different site locations for the parks?

- **Response:** Yes, Independence Park is located at the intersection of San Estevan Road and San Francisco Street in Orange Walk Town. The Tourist Park is situated along Riverside Street.

Following the pre-bid meeting, a site visit was conducted to view both locations. It was emphasized that the drawings included in the Bidding Document are conceptual designs. It is the responsibility of the bidder to provide detailed drawings as part of their Bid Submission.

3) What is meant by the “lowest evaluated cost”?

- **Reponses:** The bidder is required to meet all the requirements specified in the Bidding Document, as thoroughly explained by the Procurement Specialists. The bidder who meets these requirements and submits the lowest evaluated bid will be considered for the award of the contract.

Please ensure that the design specifications for the parks, as outlined in the Bidding Document, are strictly followed.

4) What is the budget for this contract?

- **Response:** The budget is USD \$750,000.00 (BZ \$1,500,000.00). Please ensure that your bidding price remains within this estimated amount.

Request for Bids (RFB) Timeline and Submission Requirements

- **Bidding Document Issued on:** September 5, 2025
- **Clarification Deadline:** October 22, 2025 (10:00 a.m. Belize Time).
- **Further clarifications may be requested via:** procurement@ceu.mof.gov.bz
- **Bid Submission Deadline:** November 4, 2025 (10:00 a.m. Belize Time).
- **Bid Package Drop off location:** Ministry of Finance, 2nd floor, Room #8, Sir Edney Cain Building, Belmopan City, Cayo District.
- **Contact person:** Ruby Pascascio
- **Bid Opening:** November 4, 2025 (10:45 a.m. Belize Time).
- **Bid Opening Location:** Ministry of Finance, Conference Room, 2nd Floor, Sir Edny Cain Building, Belmopan
- **Office Number:** 822-4106
- **Funding Source:** Inter-American Development Bank (IDB)

QR CODE TO BIDDING DOCUMENT



In conclusion: The bidders were sensitized of the procurement steps and forms to be filled out for their bids to be responsive. Following the presentations, the interested bidders along with the CEU team visited the proposed site for the works. The meeting closed at 2:30 p.m.

Minutes prepared by: Ruby Pascascio, Sr. Procurement Specialist



Annexes I and II: Presentation Slides and Checklist

ANNEX I



DESIGN AND CONSTRUCTION OF TOURIST PARK AND INDEPENDENCE PARK, ORANGE WALK TOWN, BELIZE

Pre-Bid Meeting:

Wednesday, September 24, 2025, 1:30 p.m.

Project: BL-L1046 - Sustainable and Inclusive Urban Development Program

Agenda

Introduction	Project Manager (Kathya Castaneda)
Project Overview	
Procurement Presentation	Sr. Procurement Specialist (Ruby Pascascio)
Finance (Payment and Taxes)	Sr. Procurement Specialist (Ruby Pascascio)
Technical Presentation (Drawing and Priced Activity Schedule)	Project Engineer (Colin Escalante)
Discussions/ Questions	Open

QR Code to Access Bid Document



What is a Design AND Build package?

01

Contracted team is responsible for final designs of the project and will also be responsible for construction.

02

Bid package includes information on BOTH sections.

03

Bid submission is for BOTH sections.

Introduction/Project Overview

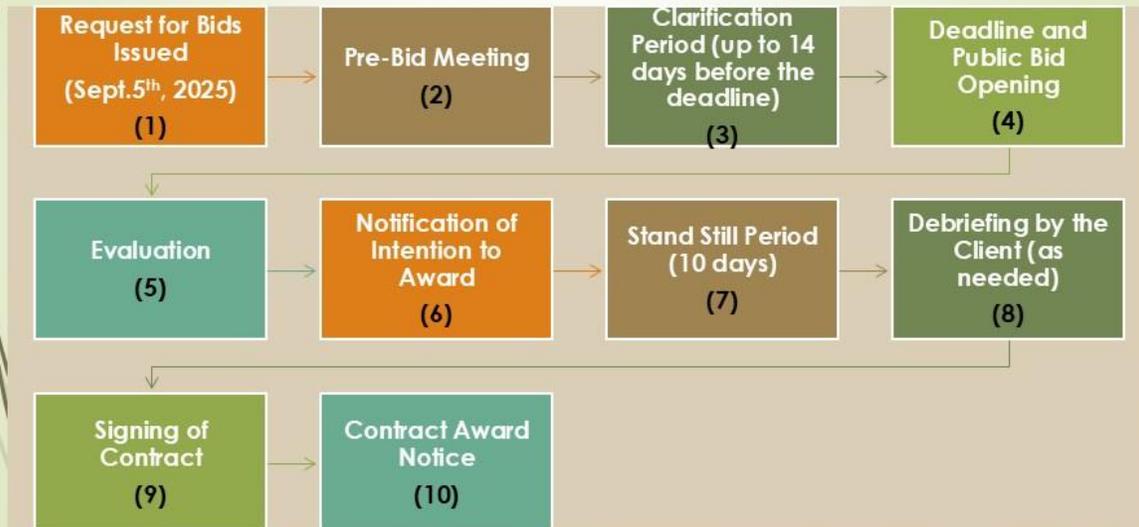
The Contractor shall **design and construct** upgrades for the Tourist Park (approximately 0.25 acres of space) and Independence Park (approximately 0.4 acres of space) in Orange Walk Town, Orange Walk District, hereafter referred to as the Project.

The Project aims to transform both parks into vibrant recreational hubs, providing safe, accessible, and aesthetically pleasing spaces for pedestrians, families, and community activities.

The design-build approach requires fully functional park facilities, including structural, landscaping, electrical, and accessibility features, compliant with all specified codes and standards.

Estimated Budget: USD \$750,000.00

Procurement Steps (NCB process)



Qualification of the Bidder– ITB 5

Documents,
POA, Monetary
Value



a.) **Copies** of original documents defining the **constitution or incorporation** and **principal place of business** of the Bidder; **written power of attorney of the signatory** of the Bid to commit the Bidder



b.) Total **monetary value of construction works** performed for each of the last **five (5)** years.

Qualification of the Bidder– ITB 5

Experience



c.)

- **Experience in designing** works of **two (2) similar nature and size** for each of the last ten **(10) years**, and details of clients who may be contacted for further information on those contracts;
- *Demonstrate experience in designing projects for public spaces, large landscape, or urban settings*
- **Experience in works** of **two (2) similar nature and size** for each of the last ten **(10) years**, and details of work under way or contractually committed; and clients who may be contacted for further information on those contracts;
- *Demonstrate experience in construction projects for public spaces, large landscape, or urban settings*

Qualification of the Bidder– ITB 5

Equipment, Key Personnel, Financial Standing, Working Capital



d.) Construction **equipment** as listed in 5.4(d)



e.) Resumes of **key personnel** as listed in 5.4(e);



f.) Reports on the **financial standing** of the Bidder, such as profit and loss statements and auditor's reports for the past **five (5)** years;



g.) Evidence of adequacy of **working capital** for this Contract (access to line (s) of credit and availability of other financial resources) and authorization to see references from the Bidder bankers. (**BZD \$250,000.00**)

Qualification of the Bidder– ITB 5

Litigation, Sub-Contracting, Proposed Workplan



h.) information regarding any **litigation**, current or during the last **five (5)** years, in which the Bidder was/is involved, the parties concerned, and the disputed amounts and awards;



i.) proposals for **subcontracting** components of the Works amounting to more than ten (10) percent of the Contract Price. The ceiling for subcontractor's participation is: **30%**



j.) **Proposed Program** (work method and schedule). Descriptions, drawings, and charts, as necessary, to comply with the requirements of the bidding document.

Documents
comprising
the Bids –
ITB 13

The Bid submitted by the Bidder shall comprise the following:

(a) Letter of Bid: in the format indicated in Section IV, "Bidding Forms";

(b) Bid Security (BZD\$15,000.00), in accordance with ITB 17, (Bid Bond or Bank Guarantee)

(c) Activity Schedule as specified in ITB 14;

(d) Qualifications: Information Form and Documents;

(e) Alternative offers where invited; (NONE)

(f) Certificates of Good Standing (Social Security, Belize Tax Services and Companies Registry) ; and

(g) Any other documents required to be completed and submitted by bidders, as specified below.

Documents
Comprising
the Bids –
ITB 13

- The Bidder shall submit its **Code of Conduct**
- **Management Strategies and Implementation Plan (MSIP)** to manage the (ESHS) risks
 - *(after contract award – will be discussed with the awarded bidder)*

Joint Ventures (JV)- Criteria

- (a) the Bid shall include all the information listed in ITB 5.2(a) above for each JVCA partner;
- (b) the Bid shall be signed so as to be legally binding on all partners;
- (c) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
- (d) one of the partners shall be nominated as being in charge, authorized to incur liabilities, and receive instructions for and on behalf of any and all partners of the JVCA;
- (e) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge; and
- (f) a copy of the JVCA Agreement entered into by the partners shall be submitted with the bid; or a Letter of Intent to execute a JVCA agreement in the event of a successful bid shall be signed by all partners and submitted with the bid, together with a copy of the proposed Agreement. The Letter or The Agreement shall specify the participation share (as a percentage) of each member.
- For a JVCA to qualify, each of its partners must meet at least 25% percent of minimum criteria of ITB 5.4 (b) and (g) for an individual Bidder, and the partner in charge at least 40% percent of those minimum criteria. Failure to comply with this requirement shall result in rejection of the JVCA's Bid.

Documents to be submitted in Bid Submission

Section IV: Bidding Form 43

Letter of Bid

[The Bidder shall fill in and submit this form with the Bid. If the Bidder objects to the Technical Adjudicator proposed by the Employer in the bidding document, it should so state in its Bid and present an alternate candidate, together with the candidate's daily fees and biographical data, in accordance with ITB 4.]

In response to the statement on commissions, bonuses or fees, services it may be for example, payments to, or through, individuals or entities that are authorized to act on behalf of the Bidder to advance the interests of the Bidder in relation to this process of bidding or execution of the Contract.

Note: All indented text is to help Bidders in preparing this form. [43a]

RFB Identification No and Title of Contract: *[insert identification number and title of the Contract]*
To: *(name and address of Employer)*

Confidentiality: Having examined the bidding document, including addenda *[insert list]*, we offer to execute the *[name and identification number of Contract]* in accordance with the GCC accompanying this Bid for the following price:

	Price	Percentage over the total price*
Value of the Design: Belize Dollars	<i>[insert amount in numbers]; [insert amount in words] Belize Dollars</i>	<i>[insert the percentage]</i>
Value of the Construction works:	<i>[insert amount in numbers]; [insert amount in words] Belize Dollars</i>	<i>[insert the percentage]</i>
Total Contract Price:	<i>[insert amount in numbers]; [insert amount in words] Belize Dollars</i>	<i>[insert the percentage]</i>

*Percentage shall not exceed the percentage established in ITB 14.2

(a) Total price: The Contract shall be paid in the following currencies:

Activity	Currency	Percentage payable in	Rate of exchange: <i>[insert number of local currency units per unit of foreign currency]</i>	Inputs for which foreign currency is required
DESIGN PHASE				
1.1				
1.2				
1				
CONSTRUCTION PHASE				
2.1				
2.2				
2.3				
2				

Section IV: Bidding Form 43

(b) **Advance Payment:** The advance payment for each phase required is:

Amount	Currency	% OF THE VALUE OF THE PHASE
DESIGN		
(a)		
CONSTRUCTION		
(a)		
(b)		
(c)		
(d)		

(c) **Technical Adjudicator:** We accept the appointment of *[insert name proposed in Bid Data Sheet]* as the Technical Adjudicator.

[or]

We do not accept the appointment of *[insert name proposed in Bid Data Sheet]* as the Technical Adjudicator and propose instead that *[insert name]* be appointed as Technical Adjudicator, whose daily fees and biographical data are attached.

(d) **Bidding Contract:** This Bid and your written acceptance of it shall constitute a binding Contract between us. We understand that the Employer is not bound to accept the Most Advantageous Bid or any Bid you receive.

(e) **Bid Validity:** We hereby confirm that this Bid complies with the Bid validity and, if required, Bid Security or Bid Validity Declaration as required by the bidding document and specified in the BIDs.

(f) **Bid Validity and Bid Security:** Our Bid shall be valid for a period specified in the bidding document and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

(g) **Eligibility:** We meet the eligibility requirements; and have no conflict of interest in accordance with ITB 4, and in case of detecting that any of the named parties are in any conflict of interest, we will notify this circumstance in writing to the Employer, either during the selection process, or the execution of the Contract. In the event that the work contract includes the supply of goods and related services, we undertake that these goods and related services originate in member countries of the Bank.

In addition, we, including any subcontractor or supplier for any component of the contract, have no conflict of interest, in accordance with the provisions of ITB 4.2, and in case of detecting that



any of those named are in any conflict of interest, we will notify this circumstance in writing to the Employer, either during the selection process or the execution of the Contract.

- (b) Suspension and Debarment: We, our subcontractors and suppliers for any component of the contract (including, in all cases, the respective directors, officers, principal shareholders, proposed key personnel and agents), we have not been directors, officers or principal shareholders and agents of a company or entity:
 - (i) that has been declared ineligible by the Bank, or has been declared ineligible by the IDB in accordance with the Agreement for Mutual Enforcement of Debarment Decisions between the IDB and other development banks;
 - (ii) that has been declared ineligible under the laws or official regulations of the Employer's country;
 - (iii) that has been declared ineligible pursuant to a decision of the United Nations Security Council; and
 - (iv) that has incurred in any Prohibited Practice or Fraud and Corruption;
- (c) State-owned enterprise or institution: *[Select the appropriate option and delete the other] [We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITB 4.3]*
- (d) Cooperation: We will use our best efforts to assist the Bank in any investigation;
- (k) Commissions, gratuities and fees: We have paid, or will pay the following commissions, gratuities, or fees with respect to the Bidding process or execution of the Contract: *[insert complete name of each recipient, its full address, the reason for which such commission or gratuity was paid and the amount and currency of each such commission or gratuity]*

Name of Recipient	Address	Purpose of the commission or gratuity	Amount

(If none has been paid or is to be paid, indicate "none.")

- (l) Prohibited Practices: We, and our subcontractors or suppliers for any component of the contract (including, in all cases, the respective directors, officers, principal shareholders, proposed key personnel and agents) have read and understood the definitions of Prohibited Practices of the Bank and the sanctions applicable to acts as described in this document and we are obliged to observe the relevant norms. In addition, we commit ourselves that within the selection process (and in case of being awarded, in the execution) of the contract, to observe the laws on fraud and corruption, including bribery, applicable in the country of the Employer.

In addition, we, and our subcontractors or suppliers for any component of the contract (including, in all cases, the respective directors, officers, principal shareholders, proposed key personnel and agents) acknowledge that failure to comply with any of these statements is the basis for the imposition by the Bank of one or more of the measures described in ITB 3.1.

Our company, its parent company, its affiliates or subsidiaries, subcontractors or suppliers for any part of the contract (including, in all cases, directors, officers, principal shareholders, proposed key personnel and agents):

- (i) We have not been declared ineligible by the Bank, or by any other International Financial Institution (IFI) with which the Bank has signed an agreement for the reciprocal recognition of sanctions, so that we may be awarded contracts financed by any of them; and
 - (ii) We have not engaged in any Prohibited Practice or Fraud and Corruption and have taken the necessary measures to ensure that no person acting for us or on our behalf participates in fraud and corruption or prohibited practices.
- (m) Disclosure of Beneficial Ownership Form: *(Applies in the event that the Bidder must provide the Form)* We understand that in the event that our Bid is accepted we will be providing the required information on the Beneficial Ownership Disclosure Form or, where appropriate, we will indicate the reasons why it is not possible to provide the required information. We state herewith the authorization for the Borrower to publish as part of the Contract Award Notification the Beneficial Ownership Disclosure Form.

Authorized Signature: _____
 Name and Title of Signatory: _____
 Name of Bidder: _____
 Address: _____

Bid Security (Bank Guarantee)

[If required, the Bank/Bidder shall fill in this Bank Guarantee form in accordance with the instructions indicated in brackets.]

[insert bank's name, and address of issuing branch or office]
Beneficiary: *[insert name and address of Employer]*

Date: *[insert date]*
BID GUARANTEE No.: *[insert number]*

We have been informed that *[insert name of the Bidder; if a JVCA, list complete legal names of partners]* (hereinafter called "the Bidder") has submitted to you its bid dated *[insert date]* (hereinafter called "the Bid") for the execution of *[insert name of Contract]* under Request for Bids No. *[insert RFB number]* ("the RFB").

Furthermore, we understand that, according to your conditions, Bids must be supported by a Bid Guarantee.

At the request of the Bidder, we *[insert name of bank]* hereby irrevocably undertake to pay you any sum or sums not exceeding in total an amount of *[insert amount in figures expressed in Belize Dollar or the equivalent amount in an international freely convertible currency]* (*insert amount in words*) upon receipt by us of your first demand in writing accompanied by a written statement stating that the Bidder is in breach of its obligation(s) under the bid conditions, because the Bidder:

- (a) has withdrawn its Bid during the period of bid validity specified by the Bidder in the Form of Bid; or
- (b) does not accept the correction of errors in accordance with the Instructions to Bidders (hereinafter "the ITB") of the bidding document; or
- (c) having been notified of the acceptance of its Bid by the Employer during the period of bid validity, (i) fails or refuses to execute the Contract Form, if required, or (ii) fails or refuses to furnish the Performance Security, in accordance with the ITB.

This Guarantee shall expire: (a) if the Bidder is the successful bidder, upon our receipt of copies of the Contract signed by the Bidder and of the Performance Security issued to you by the Bidder; or (b) if the Bidder is not the successful bidder, upon the earlier of (i) our receipt of a copy of your notification to the Bidder that the Bidder was unsuccessful, or (ii) twenty-eight days after the expiration of the Bidder's Bid.

Consequently, any demand for payment under this Guarantee must be received by us at the office on or before that date. This Guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 758.

[signature(s) of authorized representative(s)]

Bid Security (Bid Bond)

[If required, the Surety/Bidder shall fill in this Bid Bond Form in accordance with the instructions indicated in brackets.]

BOND NO.: *[insert Bond number]*

BY THIS BOND *[insert name of Bidder; if JVCA, insert complete legal names of partners]* as Principal (hereinafter called "the Principal"), and *[insert name, legal title, and address of Surety]*, authorized to transact business in *[insert name of country of Employer]*, as Surety (hereinafter called "the Surety"), are held and firmly bound unto *[insert name of Employer]* as Obligee (hereinafter called "the Employer") in the sum of *[insert amount in figures expressed in Belize Dollar or the equivalent amount in an international freely convertible currency]* (*insert amount in words*), for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

WHEREAS the Principal has submitted a written Bid to the Employer dated the *[number]* day of *[month]*, *[year]*, for the construction of *[insert name of Contract]* (hereinafter called "the Bid").

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:

- (1) withdraws its Bid during the period of bid validity specified in the Form of Bid, or
- (2) refuses to accept the correction of its Bid Price, pursuant to ITB Sub-Clause 28.2, or
- (3) having been notified of the acceptance of its Bid by the Employer during the period of Bid validity:
 - (a) fails or refuses to execute the Agreement in accordance with the Instructions to Bidders, if required; or
 - (b) fails or refuses to furnish the Performance Security in accordance with the Instructions to Bidders;

then the Surety undertakes to immediately pay to the Employer up to the above amount upon receipt of the Employer's first written demand, without the Employer having to substantiate its demand, provided that in its demand the Employer shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

The Surety hereby agrees that its obligation shall remain in full force and effect up to and including the date 28 days after the date of expiration of the Bid validity as stated in the Invitation to Bid or extended by the Employer at any time prior to that date, notice of which extension(s) to the Surety being hereby waived.

IN TESTIMONY WHEREOF, the Principal and the Surety have caused these presents to be executed in their respective names this *[insert number]* day of *[month]*, *[year]*.

Principal: _____ Surety: _____
 Corporate Seal (where appropriate)

Section IV: Bidding Form 41

Qualification Information

(The information to be filled in by bidders in the following pages shall be used for purposes of qualification or for verification of qualifications as provided for in ITB 3. This information shall not be incorporated in the Contract. Attach additional pages as necessary. If used for prequalification verification, the Bidder should fill in updated information only.)

1. Firm or Member of JVCA

11 Incorporation, constitution or legal status of Bidder. *(Attach copy of document as letter of intent.)*
 Place of incorporation or organization. *(Attach)*
 Principal place of business. *(Attach)*
 Power of attorney of capacity of Bid. *(Attach)*

12 Annual amount of construction work performed during the last *(insert number previous to BIDD 5.3)(b)* years. *(Insert amount in the national currency equivalent.)*

13 Experience in works of a similar nature and size to the *(insert number of works and information specified in ITB 3.3)(c)*. *(The amount should be indicated in the same currency used for Item 1.2 above. Also list details of work under way or completed including expected completion date(s).)*

Project name and country	Name of client and contact person	Type of work performed and year of completion	Value of contract (national currency equivalent)
(a)			
(b)			

14 The major items of Contractor's Equipment proposed for carrying out the Works are *(list all information requested below in accordance with ITB 3.1 (d)).*

Item of equipment	Description, make, and age (years)	Condition (new, good, poor) and number available	Owned, leased (from whom), or to be purchased (from whom)?
(a)			
(b)			

15 The qualifications and experience of key personnel proposed as attached. *(Attach biographical data in accordance with ITB 3.1 (e) for all GCC, IAB, Class 2 and VCC, IAB, Class 2. Include the list*

Section IV: Bidding Form 42

of each staff in the following table)

Position	Name	Years of experience (years)	Years of experience in proposed position
(a)			
(b)			

16 The financial reports for the last 5 years: balance sheet, profit and loss statement, auditors' reports, etc., that are attached in accordance with ITB 5.3(d) are *(list below and attach copies.)*

17 The evidence of assets to financial resources in accordance with ITB 5.3(g) is *(list below and attach copies of support documents.)*

18 Authorizations with name, address, telephone, and facsimile number of banks that may provide references if contacted by the Employer as attached in accordance with ITB 5.3(h). *(Attach authorizations.)*

19 The information on current litigation(s) in which the Bidder is involved, is attached in accordance with ITB 5.3(i). *(Insert information in the following table.)*

110 Details work contracts that have been suspended or terminated by an Employer for reasons related to non-compliance with any environmental, social, health or safety requirements (including exploitation and sexual abuse (S&A) and gender-based violence (GBV)) in the last five years:

Other party(ies)	Cause of dispute and amount involved	Amount of award and penalties
(a)		
(b)		

Sections of the Works	Value of subcontract	Subcontractor (name and address)	Experience in similar work
(a)			
(b)			

111 The proposed subcontract and firms involved in accordance with ITB 5.3(j) are *(insert information in the table above. Also see GCC, Clause 7 and SCC 7)*

112 Proposed Program (work method and schedule), Disruptions, drawings, and charts, in necessary, to comply with the requirements of the bidding document.

Section IV: Bidding Form 43

2. Joint Venture, Consortium or Association (JVCA)

2.1 The information listed in 1.1 - 1.10 above shall be provided for each partner of the JVCA.

2.2 The information in 1.11 above shall be provided for the JVCA.

2.3 Attach the power of attorney of the signatory(ies) of the Bid authorizing signature of the Bid on behalf of the JVCA.

2.4 Attach the Agreement among all parties of the JVCA (and which is legally binding on all parties), which shows that:

(a) All partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;

(b) one of the partners shall be assumed as being in charge, authorized to incur liabilities, and receive instructions for and on behalf of any and all partners of the JVCA; and

(c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

3. Additional Requirements

3.1 Bidder should provide any additional information required in the BIDS.

Prior to the detailed evaluation of Bids, the Employer shall determine whether each Bid

- (a) meets the eligibility criteria defined in ITB 4;
- (b) has been properly signed;
- (c) is accompanied by the Bid Security, if required; and
- (d) is substantially responsive to the requirements of the bidding document.

A **substantially responsive** Bid is one which conforms to all the terms, conditions, and specifications of the bidding document, without material deviation or reservation.

Bid Evaluation

Contract Award



The Employer shall award the Contract to the Bidder offering the **Most Advantageous Bid** which is the bid that meets the qualification criteria and whose Bid has been determined to be:



(a) substantially responsive to the bidding document; and



(b) the lowest evaluated cost.

Approval/Contract Signing

- The **recommendation is approved** for award of contract must be agreed to by the Inter-American Development Bank (IDB), Ministry of Finance and the Contractor General;
- They **verify** that the process has been adhered to and that bidders have been treated fairly;
- The contract can be signed once **Performance Guarantee** is submitted (10% of the contract sum);
- Advance Payment Guarantee (20% of the contract sum) **OPTIONAL**;
- All-risk contractor **insurances** (works phase) and professional indemnity insurance (design phase) are submitted;
- Bank Guarantees and Insurances** must be in the specified formats and amounts.

Payment & Taxes



GENERAL SALES TAX
(GST)



CONTRACT &
BUSINESS TAX



ADVANCE PAYMENT



INVOICE/ BANK
INFORMATION

Technical
Overview

TOURIST PARK UPGRADE

- Construct 3,000-sq-ft open-concept pavilion
- Build 150-ft concrete retaining wall and elevated walkway
- Replace 100 ft of chain-link fencing with concrete block wall
- Install pathways, benches, native trees, and LED lighting
- Upgrade 400 ft of Riverside St. with HMAc pavement
- Add paved parking bay and vending booths, including electrical access



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INDEPENDENCE PARK UPGRADE

- Develop recreational water activities area, skate area and playground
- Build 150-ft concrete retaining wall and riverside pathway
- Install seating areas, benches, native trees, and lighting
- Upgrade 350 ft of accessway to concrete pavement
- Add paved parking bay with drainage and lighting



Implementation Schedule

- DESIGN PHASE: Approximately 5 months
- CONSTRUCTION PHASE: Approximately 5 months

Technical Overview- Priced Activity Schedule

Orange Walk Town - Sustainable Urban Infrastructure - Intervention of the Riverwalk Development Strategy, Tourist Park Upgrading and Independence Park Upgrading

List of Activities and Sub-Activities

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
Date: May 2025					
Costs shall not include General Sales Tax (GST), as GST exemption shall be attained for all services for the Project.					
1.0 PRELIMINARY ITEMS					
1.1 INSURANCE					
1.1.1	Allow for required all risk contractor's insurance, which includes PROFESSIONAL INDEMNITY INSURANCE, ALL RISK COVERAGE, THIRD PARTY PROPERTY COVERAGE, THIRD PARTY PERSONS COVERAGE, AND CONTRACTOR'S EMPLOYEE COVERAGE.	1.00	LS		\$ -
1.2 Performance Security					
1.2.1	Allow for required PERFORMANCE SECURITY.	1.00	LS		\$ -
1.3 Advance Security					
1.3.1	Allow for required ADVANCE SECURITY.	1.00	LS		\$ -
1.4 Provision of Temporary Utilities					
1.4.1	Allow for the cost of utility services over the construction period including the provision of electricity, water, and sewage disposal facilities. Allow for payment of connection fees and charges, where applicable, during the construction period and to clear areas and make good on completion.	1.00	LS		\$ -
1.5 Provision of Project Sign					
1.5.1	Provide and install sign maximum 10 feet wide by 8 feet high fabricated with aluminum composite material backing, vinyl panel with UV clear coat laminate, installed on galvanized posts and framing. The sign to include the project name, rendering of the proposed subject, contractor details and employer details.	2.00	No.		\$ -
PRELIMINARY ITEMS Sub-Total					\$ -

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Orange Walk Town - Sustainable Urban Infrastructure - Intervention of the Riverwalk Development Strategy, Tourist Park Upgrading and Independence Park Upgrading

List of Activities and Sub-Activities

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
2.0 DESIGN SERVICES					
2.1 Precise surveys and studies throughout works scope areas					
2.1.1	Understand full architectural designs and renderings.	1.00	LS		\$ -
2.1.2	Understand full engineering designs, including mechanical, electrical, and plumbing.	1.00	LS		\$ -
2.1.3	Develop Environmental, Social, Health, and Safety (ESHS) code of conduct and ESHS Management Plan and Implementation Plans and ensure implementation during project execution.	1.00	LS		\$ -
2.1.4	Complete final designs, set of quantities, technical specifications, and construction documents.	1.00	LS		\$ -
2.2 Obtain all design data and designs to require approval authorities for no-objection to proceed, where/when/where, set a not listed in the following: Departmental authorities: Central Building Authority, Ministry of Natural Resources, Department of the Environment, Orange Walk Town Council, Public Utilities Commission, Land Utilization Authority, Statistics Department, etc.					
DESIGN SERVICES Sub-Total					\$ -
3.0 CONSTRUCTION WORKS - TOURIST PARK UPGRADE (APPROXIMATELY 3.28 ACRES)					
3.1 Supply of materials, labor, and equipment to allow for the setting out of the works and to remain in place until the completion of the works.					
3.1.1	Supply all materials, labor, and equipment to allow for grubbing, excavation works, and methods to be undertaken in order to allow for adequate drainage, etc.	1.00	LS		\$ -
3.1.2	Supply materials, labor, and equipment for the construction of the open central garden. Abstracts infrastructure and superstructure works. Allow for the installation of electrical fixtures and accessories. Allow for the installation of access ramps, stairs, railings, etc.	324.00	SV		\$ -

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ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
3.4	Supply materials, labor, and equipment for the construction of vending booths. Allow for the installation of electrical fixtures and receptacles.	2.0	No.	\$ -	\$ -
3.5	Supply materials, labor, and equipment for the construction of the New River retaining wall. Allow for substructure and superstructure works. Allow for the installation of drainage features, and for waterproofing the exposed concrete surface.	150.0	LF	\$ -	\$ -
3.6	Supply materials, labor, and equipment for the construction of the walkway adjacent to the retaining wall. Allow for substructure and superstructure works. Allow for the installation of drainage features. Allow for the installation of guard rails.	150.0	LF	\$ -	\$ -
3.7	Supply materials, labor, and equipment for the construction of a 4 feet high concrete block wall fence. Allow for substructure and superstructure works. Allow for the application of a cement/sand plaster finish to all sides of the fence along with a joint finish to all sides of the fence.	100.0	LF	\$ -	\$ -
3.8	Supply materials, labor, and equipment for the construction of a parking bay area. Allow for the provision of subbase, base material, bedding material, and concrete pavers. Allow for the construction of curbs, gutters, and basins to allow for adequate drainage.	278.0	SY	\$ -	\$ -
3.9	Supply materials, labor, and equipment for the construction of a pathways within the park. Allow for the provision of subbase, base material, bedding material, and concrete pavers. Allow for the construction of curbs, gutters, and basins to allow for adequate drainage. Allow for the construction of ramps and hand rails where necessary.	278.0	SY	\$ -	\$ -
3.10	Supply materials, labor, and equipment for the planting of native trees and drip irrigation systems. Allow for the provision of planting soil and stone chippings for beautification, etc.	60.0	No.	\$ -	\$ -

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
3.11	Supply materials, labor, and equipment for the planting of grass and drip irrigation systems. Allow for the provision of planting soil and stone chippings for beautification, etc.	400.0	SY	\$ -	\$ -
3.12	Supply materials, labor, and equipment for the installation of lighting throughout the park. Lighting to be a combination of pole lights, bollard lights, etc. Allow for the construction of substructure and anchors to allow for the adequate installation of lighting. Also allow for the installation of conduits, wires, and all relevant electrical accessories.	50.0	No.	\$ -	\$ -
3.13	Supply materials, labor, and equipment for the installation of electrical supply components such as meter base, service entrance, safety disconnect switch, electrical distribution panels, etc. to allow for the connection of receptacles and fixtures throughout the park.	1.0	LS	\$ -	\$ -
3.14	Supply materials, labor, and equipment for the installation of water supply components such as pipes, water fountains for drinking purposes, fittings, accessories, etc.	1.0	LS	\$ -	\$ -
3.15	Supply materials, labor, and equipment for the installation of benches throughout the park.	20.0	No.	\$ -	\$ -
3.16	Supply materials, labor, and equipment for the installation of signage throughout the park.	1.0	LS	\$ -	\$ -
CONSTRUCTION WORKS - TOURIST PARK UPGRADE (APPROXIMATELY 0.25 ACRES) Sub-Total					\$ -
4.0 CONSTRUCTION WORKS - INDEPENDENCE PARK UPGRADE (APPROXIMATELY 6.4 ACRES)					
4.1	Supply all materials, labor, and equipment to allow for the setting out of the works and to remain in place until the completion of the works.	1.0	LS	\$ -	\$ -
4.2	Supply all materials, labor, and equipment to allow for grubbing, excavation works, and earthworks to be undertaken on site to allow for adequate drainage, etc.	1.0	LS	\$ -	\$ -

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
4.3	Supply materials, labor, and equipment for the construction of a four fountain playground. Allow for substructure and superstructure works, including rubber surfacing, etc. Allow for the installation of electrical fixtures and receptacles. Allow for the provision of plumbing fixtures, systems, fountain nozzles, etc.	304.0	SY	\$ -	\$ -
4.4	Supply materials, labor, and equipment for the construction of a playground area. Allow for the provision of playground equipment.	40.0	SY	\$ -	\$ -
4.5	Supply materials, labor, and equipment for the construction of the New River retaining walls. Allow for substructure and superstructure works. Allow for the installation of drainage features, and for waterproofing the exposed concrete surface.	150.0	LF	\$ -	\$ -
4.6	Supply materials, labor, and equipment for the construction of the walkway adjacent to the retaining wall and decked timber/Bamboo House of Culture. Allow for substructure and superstructure works. Allow for the installation of drainage features. Allow for the installation of guard rails.	200.0	LF	\$ -	\$ -
4.7	Supply materials, labor, and equipment for the construction of an access ramp between the park and the Orange Walk (on Eastern Road). Allow for substructure and superstructure works. Allow for the installation of drainage features. Allow for the installation of handrails, etc.	1.0	LS	\$ -	\$ -
4.8	Supply materials, labor, and equipment for the provision of a parking area. Allow for the provision of subbase, base material, bedding material, and concrete pavers. Allow for the construction of curbs, gutters, and basins to allow for adequate drainage.	250.0	SY	\$ -	\$ -
4.9	Supply materials, labor, and equipment for the construction of the necessary pavement. Allow for the provision of subbase, base material, bedding material, and concrete pavers. Allow for the construction of curbs, gutters, and basins to allow for adequate drainage.	100.0	SY	\$ -	\$ -

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
4.10	Supply materials, labor, and equipment for the construction of a pathways within the park. Allow for the provision of subbase, base material, bedding material, and concrete pavers. Allow for the construction of curbs, gutters, and basins to allow for adequate drainage. Allow for the construction of ramps and hand rails where necessary.	300.0	SY	\$ -	\$ -
4.11	Supply materials, labor, and equipment for the planting of native trees and drip irrigation systems. Allow for the provision of planting soil and stone chippings for beautification, etc.	70.0	No.	\$ -	\$ -
4.12	Supply materials, labor, and equipment for the planting of grass and drip irrigation systems. Allow for the provision of planting soil and stone chippings for beautification, etc.	760.0	SY	\$ -	\$ -
4.13	Supply materials, labor, and equipment for the installation of lighting throughout the park. Lighting to be a combination of pole lights, bollard lights, etc. Allow for the construction of substructure and anchors to allow for the adequate installation of lighting. Also allow for the installation of conduits, wires, and all relevant electrical accessories.	60.0	No.	\$ -	\$ -
4.14	Supply materials, labor, and equipment for the installation of electrical supply components such as meter base, service entrance, safety disconnect switch, electrical distribution panels, etc. to allow for the connection of receptacles and fixtures throughout the park.	1.0	LS	\$ -	\$ -
4.15	Supply materials, labor, and equipment for the installation of water supply components such as pipes, water fountains for drinking purposes, fittings, accessories, etc.	1.0	LS	\$ -	\$ -
4.16	Supply materials, labor, and equipment for the installation of benches throughout the park.	30.0	No.	\$ -	\$ -
4.17	Supply materials, labor, and equipment for the installation of signage throughout the park.	1.0	LS	\$ -	\$ -
CONSTRUCTION WORKS - INDEPENDENCE PARK UPGRADE (APPROXIMATELY 6.4 ACRES) Sub-Total					\$ -

ACT. NO.	ACTIVITY DESCRIPTION	QUANTITY	UNIT	RATE	TOTAL
5.0 DELIVERABLES					
5.1	Supply on-site drawings reflecting the final park design, including structural, mechanical, electrical, plumbing, and access-ability features, in both PDF and CAD formats.	1.0	LS	\$ -	\$ -
5.2	Supply operation and maintenance manuals, which include procedures for routine inspections, cleaning, and repairs, with contact information for maintenance support.	1.0	LS	\$ -	\$ -
DELIVERABLES Sub-Total					\$ -
TOTAL VALUE OF WORKS AND SERVICES					\$ -

Bill Price or Value: _____
 Name of Bidder: _____
 Signature of Bidder: _____
 Date: _____

Legend
SY - Square Yard
LF - Linear Foot
LS - Lump Sum
No. - Number

Successful bidder will be responsible for obtaining permits/licenses to build.

SUBMISSION TO THE CBA COULD INCLUDE THE FOLLOWING, AND OTHER REQUIRED DOCUMENTS:

- FINAL STAMPED AND VALIDATED DESIGNS

- CLEARANCES AS DESCRIBED IN ACTIVITY NO. 2.6

Procurement Dates to Remember



If you have any queries, kindly
submit them via email to
procurement@ceu.mof.gov.bz
by October 22, 2025, at
10:00am.

What are
your
questions?





Thank you for attending this pre-bid meeting!
The site visit follows.

ANNEX II

Bidder's Compliance Checklist

Design and Build for Tourist Park and Independence Park, Orange Walk Town, Belize

Bidders name: _____

Bidders must complete this checklist before submission. Tick (☑) each box once the requirement is included.

1. Bid Submission Forms

Requirement	Tick (☑)
Letter of Bid (Section IV. Bidding Forms – Page 42)	<input type="checkbox"/>
Power of attorney for signatory provided (ITB 5.2a)	<input type="checkbox"/>
Activities and Sub-Activities with Prices (Section IV. Bidding Forms – Page 46)	<input type="checkbox"/>
Qualification Information (Section IV. Bidding Forms – Page 48)	<input type="checkbox"/>
Bid Security (Bank Guarantee or Bid Bond) (Section IV. Bidding Forms – Page 54)	<input type="checkbox"/>
Priced Activity Schedule (Section IX. – Page 131)	<input type="checkbox"/>
Only one bid submitted (ITB 6.1)	<input type="checkbox"/>
Code of Conduct Standards	<input type="checkbox"/>

2. Legal & Corporate Documentation

Requirement	Tick (☑)
Constitution/registration documents included (ITB 5.2a)	<input type="checkbox"/>

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Design and Build for Tourist Park and Independence Park, Orange Walk Town, Belize

RFB No: BL-L1046-P0004

Requirement	Tick (☑)
Updated Good Standing Certificates (ITB 13.1f)	<input type="checkbox"/>
Litigation history (past 5 years) disclosed (ITB 5.2h)	<input type="checkbox"/>
JV Agreement / Letter of Intent provided (if applicable) (ITB 5.3f)	<input type="checkbox"/>

3. Financial Capacity

Requirement	Tick (☑)
Reports on the financial standing of the Bidder, such as profit and loss statements and auditors reports for the past five (5) years (ITB 5.2f)	<input type="checkbox"/>
Evidence of working capital for this contract (ITB 5.2g) (access to line (s) of credit and availability of other financial resources)	<input type="checkbox"/>
Bank reference authorization (ITB 5.2g)	<input type="checkbox"/>
Average annual billing over 5 years (ITB 5.4b)	<input type="checkbox"/>
Financial ratios: (ITB 5.4f)	<input type="checkbox"/>

4. General Compliance

Requirement

Tick (☑)

All documents in English (ITB 12.1)