



**CHEDDI JAGAN INTERNATIONAL AIRPORT
CORPORATION**

Expression of Interest (EoI)

For

**Inspections, Maintenance and Repairs
Services on Escalators and Elevators in the
Airport Terminal Building**

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PART 1

GENERAL TERMS

1. DEFINITIONS

In this Invitation Expression of Interest, unless a contrary intention is apparent:

- 1.1 The Corporation** means the **Cheddi Jagan International Airport Corporation (CJIAC)** and shall include the administrators and assigns as specified in Section 3.
- 1.2 Interested Respondent** means a person or organisation that submits an EOI.
- 1.3 Site Visit** means a visit to the Airport Terminal Building (the details of which are specified in Sections 4 and 6) as requested by the Airport Corporation to provide clarification on the EoI.
- 1.4 Expression of Interest (EoI)** means a document lodged by an interested Concessionaire in response to this invitation containing a proposal to Inspections, Maintenance and Repair Services on Escalators and Elevators in the Airport Terminal Building.
- 1.5 Expression of Interest (EoI) Process** means the process commenced by the issuing of an Invitation for EoIs and concluding upon formal announcement by the Corporation of the selection of a successful Respondent.
- 1.6 Qualification Criteria** means those criteria set out in Section 14 of the EoI.

2. GOALS OF THIS EXPRESSION

The objective of this EoI is to solicit proposals from Interested Concessionaires for the Maintenance services of Escalators and elevators in the Airport Terminal Building of the Cheddi Jagan International Airport. The selected Respondent will enter into a contract for **three (3) years**.

3. EoI ISSUING AUTHORITY

This **Expression of Interest (EoI)** is issued by the Cheddi Jagan International Airport Corporation, intended to solicit proposals for the Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building. The Corporation's decision concerning selecting a Respondent through this EoI shall be final, and the Corporation reserves the right to reject any or all proposals which do not meet the pre-qualification criteria.

Basic Information

#	ITEM	DESCRIPTION
1	Project Title	Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building
2	Project Initiator Details	
	Organisation	Cheddi Jagan International Airport Corporation

Contact Person	Andre Kellman Deputy Chief Executive Officer Cheddi Jagan International Airport Corporation Tel: 261-2300 Email: akellman@cjairport-gy.com
Contact Person (Alternate)	Louis Quail Engineering & Technical Manager Cheddi Jagan International Airport Corporation Tel: 261-2358 Email: lquail@cjairport-gy.com
Corporation's Contact Details	Cheddi Jagan International Airport Corporation Timehri, East Bank Demerara Tel: 261-2244 Website: www.cjairport-gy.com

4. CALENDAR OF EVENTS, MILESTONES AND TIMELINES

The following table enlists important milestones and timelines for completion of bidding activities.

#	Milestone	Date & Time
1	Release of Expression of Interest	18 th August, 2019
2	Site Visit	27 th August 2019 at 11:30hrs
3	Last date for submission of queries by Interested Concessionaires	3 rd September 2019
4	Last date for submission of EoI response	17 th September, 2019 at 09:30hrs

5. AVAILABILITY OF EOI DOCUMENTS

EoIs are available at the Cashier located on the Administrative Floor of the Cheddi Jagan International Airport, Timehri East Bank Demerara at the cost of **five thousand dollars (\$5,000)**.

Interested Respondents are expected to examine all instructions, forms, terms, project requirements and other details in the EoI documents. **Failure to furnish complete information as mentioned in the EoI documents or submission of a proposal not substantially responsive to the EoI documents in every respect will be at the Respondents' risk and may result in rejection of a proposal.**

6. SITE VISIT

CJIAC will host a site visit at the Airport on **27th August 2019 at 11:30hrs**, as per the schedule given in Section 4. The representatives of the Interested Respondents may attend the site visit at their own cost. The site visit will provide clarity on the Scope of Works and will include a tour Areas of the Airport. It will also provide Interested Respondents with an opportunity to seek clarifications regarding any aspect of the EoI.

7. VENUE AND DEADLINE FOR SUBMISSION OF PROPOSALS

The proposals, in its complete form in all respects as specified in the EoI, must be deposited in the Tender Box located on the Administrative Floor of the Cheddi Jagan International Airport, Timehri, East Bank Demerara, Republic of Guyana, no later than **09:30hrs on 17th September, 2019**.

PART 2

**DETAILS AND SCOPE OF
SERVICES**

8. DETAILS OF THE ELEVATORS AND ESCALATORS

The Corporation is looking for a Respondent to conduct Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building.

The information below provides the locations of the equipment :

Arrivals Terminal :

1. One Elevator
2. One Escalator

Departures Terminal :

1. One Elevator
2. One Escalator

9. SCOPE OF SERVICE

9.1 The Respondent will be responsible for the inspections, maintenance and emergency repair services on the following:

- two (2) passenger elevators
- two (2) escalators.

9.2 The Respondent will be responsible for all expenses associated with the inspections, maintenance and emergency repair services, including:

- ❖ Provision of all utilities and equipment required for the operation of the escalators and elevators.

- ❖ Abidance and compliance with all applicable lawful rules, regulations and by-laws of the Government of Guyana or any other public body whatsoever

and with all local, police, health, or fire regulations or by-laws, applicable to the premises and the inspections, maintenance and emergency repair services.

9.3 The Respondent will provide all services associated with the inspections, maintenance and emergency repair services of the following:

- two (2) passenger elevators
- two (2) escalators.

9.4 An annual review of the contract will be done to ensure compliance with its terms, conditions and provisions.

Scope of Work

General:

The Respondent shall provide **CJIAC** with inspection, maintenance and emergency repair services on the following:

- (i) two (2) passenger elevators
- (ii) two (2) escalator

Duties performed according to the schedule listed below shall be performed during normal business hours. The Respondent shall notify Engineering & Technical Manager upon arrival and completion of all maintenance, trouble and/or emergency service

Successful Respondent shall provide a monthly preventative maintenance schedule to the Engineering & Technical Manager, or his designee, by and agreed upon date in the preceding month. Successful Respondent shall perform a minimum of one service visit per month and all equipment shall be serviced quarterly. The Airport Authority reserves the right to amend the schedule as needed to meet passenger convenience.

1. QUARTERLY GENERAL DUTIES - ELEVATORS

- A. Systematically inspect, service, adjust, lubricate the following: motor, pump, generator, machine and controller parts, including brake shoes and coil, brushes, commutators, resistors, contacts, relay coils, resistance for operating and motor circuits, magnet frames, hydraulic oil, and all other electrical and mechanical parts unless specifically excluded. If conditions warrant, Respondent shall agree to replace the above components except for drive motors (electric/hydro), generator and geared machinery, including worms

and gears. These items shall be replaced only upon the approval of the Authority and shall be outside the scope of this Agreement.

B. Renew guide shoes, gibs or roller guides, as is necessary to maintain an adequate safety factor and replace conductor cables. Inspect and maintain all wire rope cable; however, replacement of the cable, if necessary, shall not be the responsibility of the Respondent

C. Relamp all signals when necessary except where Engineering & Technical personnel have jurisdiction.

D. Prepare and present to the Engineering & Technical Manager or his designee a monthly log for each elevator consisting of the following information:

1. Elevator and location
2. Services performed
3. Material replaced
4. Parts on order
5. Projected major problems

E. Inspect, clean, lubricate, adjust and, if warranted, repair or replace the following safety devices: interlocks and door closures, buffers, limit, landing and slow down switches, door protective devices, and alarm bells to ensure safe operation.

F. Inspect, lubricate, adjust and, if warranted, repair or replace the following accessory equipment: car and corridor hangars, tracks, door operating devices, and all door gibs.

- G. Clean elevator hatch equipment including rails, inductors, hatch door hangers and tracks, relating devices, switches, buffers, car tops, and lubricate to give the best performance.
- H. Incorporate information regarding general duties performed monthly into the report required in Paragraph 1.D above and label as being done monthly.

3. **QUARTERLY GENERAL DUTIES - ESCALATORS**

Under this Agreement, the Respondent shall maintain the escalator equipment herein described under the following terms and conditions:

- A. The Respondent shall use only trained escalator technicians directly employed and supervised by the Respondent in the performance of this Agreement. These technicians shall be qualified to maintain the escalators in proper and safe operating conditions and to ensure that the equipment is properly adjusted.
- B. The Respondent shall regularly and systematically inspect, adjust, and lubricate escalators as required, and if conditions warrant, repair and replace the following:
 - 1. Machine, worm gear, external gearing, drive chain, thrust bearing, main bearings, and brake pulley, coil, linings and parts, motor, motor windings, rotating elements, and bearings.
 - 2. Controller, all relays, contacts, coils, resistance for operating and motor circuits, operating transformers and operating rectifiers.
 - 3. Handrail, handrail drive chains or belt, handrail brush guards, handrail guide rollers, alignment devices, steps, step tread, step wheels, step chains, comb plates, floor plates, and tracks.

4. Monthly inspection of all safety devices and furnish all required lubricants.
- C. The Respondent shall not be required to make other safety examinations nor to install new attachments on the escalators whether or not recommended or directed by insurance companies or by governmental authorities, nor to make any replacements with parts of a different design. Contractor shall not be required to make renewals or repairs necessitated by reason of negligence or misuse of the equipment or by reason of any other cause outside of the control of the Respondent except normal wear and tear.
- D. Prepare and present to the Engineering & Technical Manager or his designee a monthly log for each escalator consisting of the following:
1. Escalator location
 2. Services performed
 3. Material replaced
 4. Parts on order
 5. Projected problems

4. **ANNUAL GENERAL DUTIES - ESCALATORS**

- A. Contractor shall clean the interior and components of two (2) escalators, in accordance with **the Manufacture details**. Cleaning shall include, but not be limited to:
1. Removal of all steps
 2. Transport steps off-site for steam cleaning and clean. Protect parts for steam cleaning

3. Clean escalator truss.
 4. Lube moving parts
 5. Adjust chains, drives, tensioners, idlers, replace bad demarcation lamps, etc. as needed.
 6. Degrease escalator drip pans.
 7. Install cleaned steps.
 8. Check operation and return escalator to service.
- B. Cleaning of each escalator shall be completed in two (2) days or less. Clean downs to be done in coordination with CJIAC. The Respondent shall schedule cleanings with the Engineering & Technical Manager or his designee.

Cost

- All costs for routine maintenance repairs are included in the basic yearly billing rate for routine maintenance described in the Cost Proposal, attached hereto as Exhibit A.
- The cost for non-routine maintenance and emergency repairs shall be determined based on the Labor Rates described in Exhibit B.

Exhibit A

No.	Description	QTY	Unit	1st Year		2nd Year		3rd Year	
				Rate (\$)	Amt (\$)	Rate (\$)	Amt (\$)	Rate (\$)	Amt (\$)
1	<p>Providing Maintenance Services for all Two (2) Elevators ,including carrying out preventative maintenance as per OEM recommendations (i.e Quarterly/ Yearly activity) Also inspection & monitoring / troubleshooting of all Two(2) Elevators, parameters, safety checks, documentation, attending emergency calls , cleaning and upkeeping the Elevatorsserviceability Etc by engaging sufficient employees on round the clock basis for all days including holidays.</p>	4	Quarter						

No.	Description	QTY	Unit	1st Year		2nd Year		3rd Year	
				Rate (\$)	Amt (\$)	Rate (\$)	Amt (\$)	Rate (\$)	Amt (\$)
1	Providing Maintenance Services for all Two (2) Escalators ,including carrying out preventative maintenance as per OEM recommendations (i.e Quarterly/ Yearly activity) Also inspection & monitoring / troubleshooting of all Two (2) Escalators, parameters, safety checks, documentation, attending emergency calls , cleaning and upkeeping the Escalators	4	Quarterly						

	serviceability Etc by engaging sufficient employees on round the clock basis for all days including holidays.							
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Exhibit B

Labour RATES

Please provide hourly wages of any staff members that may be required to work on a time and material basis for repairs not covered by routine maintenance.

Staff Title	Straight Time	Overtime	Holiday
Foreman			
Supervisor			
Mechanic			
Journeyman			
Labourer			

Tentative resources required:

The Respondent has to employ and deploy sufficient and technically competent resources for successful Maintenance of the Elevators and Escalators round the clock basis on all day at the Airport. The Respondent is required to submit the details of the proposed resource management pattern with their eligibility criteria along with the proposal in the below format. The Respondent is requested to consider an adequate number of relievers. The proposed manpower deployment pattern is only tentative and it is the sole responsibility of the Respondent to ensure adequate manpower in each shift to meet our serviceability requirement. The Respondent has to share the deployment pattern of the manpower resources to be deployed for the execution of contract work at CJIAC site within 15 days of commencement of work.

No	Designation	Qualification	Experience (In Years)
1	Foreman		
2	Supervisor		
3	Mechanic		
4	Journeyman		
5	Labourer		

PART 3

BIDDING TERMS

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QUALIFICATION CRITERIA

10. CONDITIONS UNDER WHICH THE EOI IS ISSUED

- 10.1** This EoI is not an offer and is issued with no commitment. CJIAC reserves the right to withdraw the EoI and change or vary any part thereof at any stage for any reason whatsoever. All persons who submit an EoI are deemed to have done so expressly subject to this condition. CJIAC also reserves the right to disqualify any Interested Respondent, should it deem it necessary, at any stage and for any reason whatsoever.
- 10.2** CJIAC reserves the right to withdraw this EoI if CJIAC determines that such action is in the best interest of the Corporation.
- 10.3** This Expression of Interested is governed by the laws applying in Guyana. Interested Respondent must comply with all relevant laws in preparing and lodging its EoI.
- 10.4** Timings and sequence of events resulting from this EoI are provided in Section 4.
- 10.5** No oral conversations or agreements with any official, agent, or employee of CJIAC shall affect or modify any terms of this EoI and any alleged oral agreement or arrangement made by an Interested Respondent with any Department, Agency, Official or employee of CJIAC shall be superseded by the definitive agreement that results from this EoI process.
- 10.6** Neither the Interested Respondent nor any of the Interested Respondent's representatives shall have any claims whatsoever against CJIAC or any of their respective officials, agents, or employees arising out of, or relating to this EoI or these procedures (other than those arising under a definitive service agreement with the Interested Respondent in accordance with the terms thereof).

10.7 Applicants who are found to canvas, influence or attempt to influence in any manner the selection process, including without limitation, by offering bribes or other illegal gratification, shall be liable to immediate disqualification from the process.

10.8 Interested Respondent shall bear all costs associated with the preparation and submission of the EoI. The Corporation shall not be responsible or liable for those costs.

10.9 Any questions or requests for further information or clarification of the Invitation (or any other document issued in connection with the EoI) must be submitted to the contact persons provided in Section 3, in writing, preferably by email.

Any communication by an Interested Respondent to the Corporation will be effective upon receipt by the contact persons as specified in Section 3.

The Corporation restricts the period during which it will accept questions or requests for further information or for clarification as specified in Section 4 and reserves the right not to respond to any question or request, received after the date specified.

10.10 Any complaint about the Invitation or the EoI process must be submitted to the contact persons specified in Section 3 in writing immediately upon the cause of the complaint arising or becoming known to the Registrant. The written complaint statement must set out:

- a)** the basis for the complaint (specifying the issues involved);
- b)** how the subject of the complaint (and the specific issues) affect the person or organisation making the complaint;

- c) any relevant background information; and
- d) the outcome desired by the person or organisation making the complaint.

10.11 If, after an EoI has been submitted, the Interested Respondent becomes aware of an error in the EoI (excluding clerical errors which would have no bearing on the evaluation of the EoI) the Interested Respondent must promptly notify the Corporation of such error.

10.12 An Interested Respondent who wishes to withdraw an EoI previously submitted by it must immediately notify the Corporation of that fact in writing. Upon receipt of such notification, the Agency will cease to consider that EOI.

11. ACKNOWLEDGEMENT AND UNDERSTANDING OF TERMS

By submitting a proposal, each Interested Respondent shall be deemed to acknowledge that it has carefully read all sections of this EoI and has fully informed itself as to all existing conditions and limitations.

12. EVALUATION OF EXPRESSION OF INTEREST

The Interested Respondent's Proposal in the EoI will be evaluated as per the requirements specified in the EoI adopting the qualification criteria spelt out in this EoI. Interested Respondent is required to submit all required documentation in support of the qualification criteria specified.

13. LANGUAGE OF PROPOSALS

The proposal and all correspondence and documents shall be written in English.

14. QUALIFICATION CRITERIA

The invitation for EoI is open to all interested entities that fulfill the qualification criteria as specified below. The CJIAC reserves the right to subject the Interested Respondents to security reviews and/or to require that they seek security clearance from the CJIAC and/or the Government of Guyana, as may be deemed necessary.

Interested Respondents for Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building **must** satisfy all of the criteria below:

- 14.1** Interested Respondents may be a person, firm or company, or a combination of any of the abovementioned entities, with the legal capacity to enter into legal relations.
- 14.2** Interested Respondents must provide full and adequate information and documentation of their legal status, place of registration and principal type of business.
- 14.3** No individual, firm or company that is a Respondents or a member of or partner in an Interested Respondents may be: (i) less than eighteen years old; (ii) of unsound mind or have been so found by a tribunal in Guyana or elsewhere; (iii) an undischarged, bankrupt or insolvent;
- 14.4** Interested Respondents and their management personnel within three years preceding the commencement of procurement proceedings should not be associated with giving false information or misrepresentation as to their qualification information to enter into a procurement contract;
- 14.5** Interested Respondents must provide information on the total annual gross revenue in each of the last two years.

- 14.6** Interested Respondents must provide information on the qualifications and experience of key management and technical personnel proposed for the Contract; with evidence of the capabilities of the technical personnel to manage and support the project.
- 14.7** Interested Respondents must provide compliance with Tax and Insurance laws relevant to the country of its registration and/or operation.
- 14.8** Interested Respondents must provide evidence of its ability to fund the project on its own; or in the event of a joint venture with another Interested Respondents, evidence of the agreement between the two parties and evidence of the ability by either or both parties to fund the project. In any case, in which not all of the members of a joint venture are providing the funding, the funding members shall provide full evidence of their capacity to do so as well as a commitment in writing to do so.
- 14.9** Interested Respondents must state the timeline by which it is capable of:
- providing adequate personnel resources to complete the Work in a competent and timely manner, and for having qualified, professional staff on duty twenty-four (24) hours per day seven (7) days per week
- 14.10** Each Interested Respondents shall submit only one EoI, either individually or as a partner in a partnership or syndicate. All EoI involving the Interested Respondents who submit more than one EoI (exclusive of subcontractors, or permitted or required alternatives) shall be rejected from participation in the selection process.

PART 4

RESPONSE FORMAT

**CHEDDI JAGAN INTERNATIONAL
AIRPORT**

**EXPRESSION OF
INTEREST**

FOR

**Maintenance services of
Escalators and elevators in
the Airport Terminal
Building**

REQUIRED DOCUMENTS

BUSINESS INFORMATION

1. Name of Firm (exactly as it is to appear on the Agreement):

2. Principal office Address:

3. Telephone Number:

4. Contact Person/Title:

5. Form of Business Entity (check one and complete the appropriate business entity statement attached hereto):

Corporation

Partnership

- ()** Joint Venture
- ()** Individual

- (a)** If the proponent is a subsidiary, state name of the parent company. Caution: All information provided herein must be as to proponent (subsidiary) and not as to parent company.

- (b)** If a company is a partner of a proposing partnership or a member of a proposing joint venture, the Corporate Statement, attached hereto, must be completed in addition to the appropriate proponent's business entity statement for each corporate partner or Joint Venture.

CORPORATE STATEMENT

If a Company, answer the following:

1. When incorporated? _____

2. Where incorporated? _____

3. Is the company registered to carry on business in Guyana?

Yes ()

No ()

If yes, as of what date: _____

4. If Guyana is not the country of incorporation, state name and mailing address of the registered local agent. Also, include a sealed certified copy of the Power of Attorney of the Corporate Agent.

5. The Corporation is held:

Publicly ()

Privately ()

6. Has the Corporation previously conducted inspection, maintenance and emergency repair services on Elevators and Escalators?

Yes ()

No ()

7. Furnish the name, title and address of each officer, director, and those principal shareholders who own 10% or more of the Corporation's issued stock.

Directors' Names	Address	Principal Business Affiliation Other Than Directorship

Officers' Names	Address	Position
Shareholders	Address	Percentage Of Shares Owned

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8. Attach a certified copy of the Articles of Incorporation, By-Laws and Certificate of Incorporation (where Guyana is not the country of incorporation, attach the equivalent documents) filed with the Registrar of Companies (or corresponding official in the place of the first incorporation).

9. Attach a certified copy of the corporate resolution, which authorises the officer signing this proposal and Agreement to binding the Corporation, as required in this Expression of Interest.

CERTIFICATION OF AUTHORITY IF PROPONENT IS A CORPORATION

I, certify that I am the _____ of the Corporation named in the attached proposal; and that _____ who signed the said proposal on behalf of the Corporation is the _____ of the said Corporation; that the said proposal was duly signed for and on behalf of said Corporation by authority of its governing body, and is within the scope of its corporate powers.

Signature
(Corporate Seal [if any])

PARTNERSHIP STATEMENT

If a PARTNERSHIP, answer the following:

1. Date of commencement of partnership? _____

2. Indicate: General () or Limited () Partnership.

3. Is the Partnership Agreement recorded?
Yes () No () If yes, indicate Date: _____

4. Is the Partnership registered to do business in Guyana?
Yes () No () If yes, indicate Date: _____

5. Does the partnership use or operate under any other name?
Yes () No () If yes, indicate name: _____

Is this a registered Business Name? If so, kindly provide a sealed and certified copy of the current Certificate of Registration.

6. Bankruptcy Information (Partners)

Have you, or any entity you have had an ownership interest in, ever filed a petition for bankruptcy, been declared bankrupt or had an insolvency notice issued against you or the entity?

Yes () No ()

If yes, state date, type of bankruptcy, amount of liabilities and amount of assets, and current status.

7. Give name, location and date of any and all contracts or leases of proponent that have been terminated within the past five (5) years for any cause prior to the expiration of their term, and also list any judgments terminating such leases or contracts or any pending lawsuits relating to any concession(s) or management (operating) agreement(s) operated by proponent within the last three (3) years.

8. Has the Partnership previously conducted inspection, maintenance and emergency repair services on Elevators and Escalators?

Yes ()

No ()

9. List name, address, and partnership share of each general partner:

Name	Address	Ownership Shares

10. Attach a copy of the Partnership Agreement.

JOINT VENTURE STATEMENT

If a JOINT VENTURE, answer the following:

1. Date of organization? _____

2. Is the Joint Venture agreement recorded?

Yes () No () If yes, indicate Date: _____

3. Is the Joint Venture registered to do business in Guyana?

Yes () No () If yes, as of what date: _____

4. **Bankruptcy Information (JV Members)**

Has the Company, or any entity the Company has had an ownership interest in, ever filed a petition for bankruptcy, been declared bankrupt or had an insolvency notice issued against it or the entity?

Yes () No ()

If yes, state date, type of bankruptcy, amount of liabilities and amount of assets, and current status.

5. Give name, location and date of any and all contracts or leases of proponent that have been terminated within the past five (5) years for any cause prior to the expiration of their term, and also list any judgments terminating such leases or contracts or any pending lawsuits relating to any concession(s) or management (operating) agreement(s) operated by proponent within the last three (3) years.

6. Has the Joint Venture or any member previously conducted inspection, maintenance and emergency repair services on Elevators and Escalators?

Yes ()

No ()

7. List name, address, and percent of participation of each Joint Venture:

Name	Address	% of Participation Of Joint Ventures

8. Attach a copy of the Joint Venture Agreement.

INDIVIDUAL STATEMENT

If an INDIVIDUAL, answer the following:

Has the individual previously inspection, maintenance and emergency repair services on Elevators and Escalators?

Yes () No ()

FINANCIAL INFORMATION

1. Financial Statements

The proponent shall attach a current fiscal year-to-date Balance Sheet and Income Statement, prepared in accordance with Generally Accepted Accounting Principles (GAAP), together with a copy of proponent's most recent fiscal year Financial Statements, audited and certified by an independent Certified Public Accountant, including the auditor's opinion thereon.

If a proponent is a recently formed joint venture, each participating member must submit his or her own financial documents, as required above.

2. Surety Information

Have you, or any entity you have had an ownership interest in, or any entity having an ownership interest in you, ever had a bond or surety cancelled or forfeited?

Yes () No ()

If yes, state name of the bonding company, name and address of principal on bond, date, amount of bond and reason for such cancellation or forfeiture.

3. Bankruptcy Information

Have you, or any entity you have had an ownership interest in, ever filed a petition for bankruptcy, been declared bankrupt or had an insolvency notice issued against you or the entity?

Yes ()

No ()

If yes, state date, type of bankruptcy, amount of liabilities and amount of assets, and current status.

- 4.** Give name, location and date of any and all contracts or leases of proponent that have been terminated within the past five (5) years for any cause prior to the expiration of their term, and also list any judgments terminating such leases or contracts or any pending lawsuits relating to any concession(s) or management (operating) agreement(s) operated by proponent within the last three (3) years.

EXPERIENCE STATEMENT

- 1.** State the number of years the proponent has conducted inspection, maintenance and emergency repair services on Elevators and Escalators.
- 2.** List all airports and other relevant experience. If over five (5) years list the five (5) most recent (use attachments as necessary).

Name	Address	Annual Gross Revenue For Each Operation

3. If no other relevant experience applies, please provide a minimum of five (5) business references.

Name	Address	Type of Business

OPERATING PLAN

The proponent must include, in narrative form, a complete description of its intended Operating Plan for the proposed inspection, maintenance and emergency repair services on Elevators and Escalators. Exhibits, schematics, architectural renderings or other data may accompany the narrative description.

A. Evaluation Criteria for Selection

Selection will be based upon the following criteria:

1) Technical Evaluation:

Criteria	Percentage
Qualifications and experience in performing elevator escalator routine maintenance and repair services	30%
Adequate staffing resources to handle the scope of the engagement	25%
Approach to work, including but not limited to scheduling, maintenance, repairs, equipment use, inspections and compliance filing	30%
Qualifications and experience in performing Non-routine/Emergency repair services	15%

- 2) Cost Proposal evaluation.

B. The basis for Contract Award

The Contract will be awarded to the highest technically rated Respondent whose Proposal is determined to be responsive and in the best interests of **CJIAC**, subject to a determination that the Cost Proposal is fair, reasonable, and provides the best value to **CJIAC** given the requirements of the project.

OTHER INFORMATION

Submit such additional information as a proponent you may consider pertinent to indicate both financial and operational capabilities of the proponent to conduct Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building as well as any other type of information that may assist the evaluation of capabilities of the proponent. The Cheddi Jagan International Airport Corporation reserves the right to request additional information to be used for evaluating proposals received from any or all proponents.

EVALUATION

The CJIA Corporation will select a panel to evaluate the EOI received for the proposed Inspections, Maintenance and Repairs Services on Escalators and Elevators in the Airport Terminal Building - submission. The panel will make a recommendation to the Corporation's Board of Directors for an award of the contract. The Board of Directors may accept or reject the panel's recommendation and order the re-issuance of an EOI.

NAME

ON BEHALF OF

SIGNATURE

DATE