



9 October 2023

Dear Sir/Madam:

**Landscaping Areas One (1) to Eleven (11)**

We are pleased to invite you, in competition, to submit a Fixed Price, Lump Sum, tender for the above-captioned works in accordance with the enclosed Tender Documents.

Tender packages will be available at the Bermuda Housing Corporation, 7 Arches, 44 Church Street, Hamilton HM 12 at the reception desk, during the hours of 8:30 AM to 4:45 PM Monday through Friday, or alternately online at [www.bhc.bm](http://www.bhc.bm) - tenders and rfp's on the top tab.

Contractors are advised to visit the site of the works and ascertain all relevant conditions, as no claim for want of such knowledge will be entertained. Scheduled site visits to each property upon a special request in writing to the Contract Administrator.

A detailed Method Statement of how you intend to carry out the work; safety policy and procedures to be adopted and practiced; a comprehensive project programmed and Organizational Chart; and details of insurance, to meet requirements of the project must accompany your tender. In addition, confirmation of Payroll Tax and Social Insurance accounts, all schedules of rates (Unit, Day work Charges and Equipment) and schedules of subcontractors and alternative prices should be submitted with the tender.

Please complete and return the enclosed Form of Tender and related documents to the Bermuda Housing 7 Arches, 44 Church Street, Hamilton HM 12 by noon **Friday 10<sup>th</sup> of November 2023**. All tenders should be in a sealed envelope addressed to Tender Documents, Landscaping, Finance Department, Bermuda Housing Corporation, or via email to [keinof@bhc.bm](mailto:keinof@bhc.bm) and copied to [vicki@bhc.bm](mailto:vicki@bhc.bm) Tenders will not be opened publicly.

The conditions of the contract to be used on the works shall be the Bermuda Housing Corporation's Small Works Agreement.

Commencement of the contract will be three (3) calendar months after being awarded the contract for a thirty-six-month period.

Please also note the following:

- i. We reserve the right to award the works according to the bids received and evaluated from each of the mentioned Sectors.
- ii. We are not obliged to accept the lowest or any of the bids tendered.
- iii. No Tenderer will be awarded ALL Areas.
- iv. We reserve the right to award the works at a minimum of one (1) Area per successful Tenderer.

Any ambiguity or discrepancy in the Tender Documents is to be brought to the attention of the Contract Administrator at least four working days before tenders are due; any necessary clarification will be sent to all Tenderers and incorporated into the contract documents.



Bermuda Housing Corporation  
P.O. Box HM 662, Hamilton, HM CX Bermuda  
Telephone (441) 295-8623, Fax (441) 295-2605