



Hon. Pedro Pierluisi Urrutia
Gobernador

Lcda. Karla G. Mercado Rivera
Administradora y Principal Oficial de Compras

**REQUEST FOR PROPOSAL
NUMBER 21-RFP-003-OECH-R1**

**TO ESTABLISH A CONTRACT FOR THE REMOVAL AND REPLACEMENT OF PASSENGER AND SERVICE ELEVATORS AT
CUARTEL DE BALLAJÁ IN OLD SAN JUAN**

All persons, natural or legal, who meet the minimum requirements to contract with the Government of Puerto Rico are invited to participate in the request for proposal referenced above. Such requirements are established under Article 31 of Act 73-2019, as amended, known as the General Services Administration Act for the centralization of the Government of Puerto Rico's Purchase and Acquisition process of 2019 as well as the applicable provisions of the Uniform Regulations for Purchases and Bids of goods, works, and nonprofessional services of the General Services Administration of the Government of Puerto Rico, Regulation No. 9230.

SCOPE OF WORK

The work to be undertaken includes, but may not be limited to:

- The removal and replacement of the passenger and service elevators to achieve a condition consistent with their previous state while hardening them to better withstand similar storm events in the future.

The work must be completed in a period of time equal or less than 225 calendar days.

REQUEST FOR PROPOSAL (RFP) SPECIFICATIONS DOCUMENT

The Request for Proposal specifications document must be downloaded from ASG's website (www.asg.pr.gov/ReformaCompras/Pages/default.aspx). The document will be made available on **Thursday, December 16, 2021**. Any Proponent or person interested in participating in the bid may obtain the related specifications for free, by accessing the ASG website, Procurement Reform, where they will find the link corresponding to the reference bid. Proponents or people interested may also communicate and/or visit the office of the Auxiliary Administration of Acquisitions or the Bid Board at ASG (Tel. 787-759-7676) to obtain a physical copy of the RFP document.

PRE-PROPOSAL MEETING

Access to the virtual pre-proposal meeting is compulsory to all proponents who present an offer. Any Proponent who submits an offer and has not agreed to access the virtual pre-proposal meeting will be disqualified. The virtual pre-proposal meeting will be held next **Monday, December 20, 2021, at 2:00 pm**. Any Proponent or interested person may access the pre-proposal meeting through the ASG website, Procurement Reform. In addition, you must access the link of the reference RFP, which will provide you with the option of connectivity to "virtual pre-proposal meeting".

REQUESTS FOR CLARIFICATION AND QUESTIONS

Request for Clarifications and Questions relating to this RFP must be submitted via email to rfpquestions@asg.pr.gov no later than **3:00 PM Atlantic Standard Time December 22, 2021**. Submitted questions should reference to the RFP number and provide the point of contact for the prospective Proponent. ASG shall offer the corresponding answer within a term of three (3) days. Also, ASG will compile all questions and issue answers to all questions to prospective Proponents on its website.

From the time the RFP is issued until the time an award is made, vendors may not in any way contact ASG directly. Questions regarding the RFP may only be asked during the pre-proposal conference and through e-mail. Questions asked through e-mail will only be answered if they are sent to the e-mail address provided for asking questions and will only be answered if sent in during the time allowed for asking clarifying questions.

To be clear, vendors must not contact ASG in any other way. This includes in-person visits, phone calls, text messages, e-mails, or any other form of communication.

BID BOND

Each Proponent shall include a bond ("Bid Bond") equal to 5% of the bid price in the offer in the submission of the proposal. ASG will not accept a bond for an amount less than that established here or in the name of another entity other than those provided in the Bidding Document. Failure to comply with this requirement will lead to the rejection of the offer or the cancellation of the award.

SUBMISSION DUE DATE

Proposals must be received no later than **10:00 AM Atlantic Standard Time on January 11, 2022**, and must be submitted via e-mail to ofertas@asg.pr.gov and in-person to the Office of the Bid Board at the Minillas Government Center, North Tower, 12th Floor, San Juan, Puerto Rico. Responses to the RFP received after the prescribed deadline will not be accepted. The Proposer shall submit the response via e-mail to the Bid Board Secretary. The e-mail subject line must contain the following: "Attention: Proposal RFP 21-003-OECH from <Contractor name>". Additionally, proponents shall present the offer in person to the Office of the Bid Board in a sealed envelope identified by: "Attention: RFP-21-Number from <Contractor Name>". Failure to submit through both methods (in person via sealed envelope and by email) will result in the Proponent's disqualification.

OPENING OF PROPOSALS

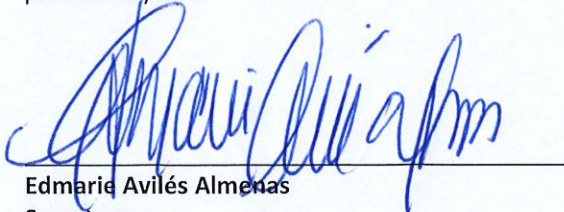
Proposals will be opened on **January 11, 2022**, at 2:30 Atlantic Standard Time.

REGISTERED AND UNREGISTERED PROPOSERS

Proposers should follow instructions in this RFP (21-RFP-003-OECH-R1) describing RUL registration timing and requirements.

WARNINGS

1. ASG may order the partial or total cancellation of the RFP, even after having performed the opening, as long as a contract has not been formalized or a purchase order issued, if the cancellation of the RFP results in the best interest of the Government of Puerto Rico.
2. ASG may amend any invitation and / or tender of the RFP, when it serves the best interests of the Government of Puerto Rico.
3. The ASG Administration and Bid Board will faithfully comply with the public policy of preferential purchases provided by Law.



Edmarie Avilés Almenas
Secretary
Bid Board



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