

# **INVITATION FOR AN EXPRESSION OF INTEREST**

---

## **Haitian National Police (HNP) Training Facilities**

---

**EOI Closing Date:  
May 31, 2010 @ 2:00pm EST**

# 1. INTRODUCTION AND OVERVIEW

## 1.1 Introduction

The Canadian Commercial Corporation (CCC), in partnership with the Department of Foreign Affairs and International Trade (DFAIT), wishes to solicit public input and interest in supporting Canada's commitment to providing equipment and materiel support to the Haitian National Police (HNP) in Port-au-Prince, Haiti. This Expression of Interest (EOI) relates to the provisioning of classrooms and toilet blocks for the HNP.

## 1.2 Purpose

The aim of this project is to provide the Haitian National Police (HNP) with an increased capacity to train both new recruits and existing officers through the installation of twelve (12) portable classrooms and two (2) toilet blocks at the Police School in Port-au-Prince. Delivery and installation of all equipment and materiel must be completed no later than 29 March 2011.

## 1.3 Program Goals

Success criteria for this project may include:

- a) Value for money;
- b) The completion of construction and/or installation no later than 29 March, 2011;
- c) The engagement of a local Haitian labour force;

## 1.4 Guiding Principles

This project is being jointly managed by CCC and DFAIT, with final funding decisions ultimately being made by DFAIT.

Interested parties are invited to submit Expression of Interest (EOI) proposals to CCC, using the guidelines in section 2.1.

Proposals will be reviewed and analyzed by an Evaluation Committee in order to determine potential proponents, the spectrum of varying implementing solutions and alternate methodologies for this requirement. Working together with private industry and the ultimate recipient (HNP), it is anticipated that EOI submissions will facilitate and guide CCC/DFAIT's development of a formal Request for Proposals (RFPs) to be issued in accordance with the estimated timelines in Section 2. CCC and or DFAIT may cancel the project in whole or in part at any time and shall bear no liability to any proponent or any other parties.

## **1.5 Suggested Design**

The HNP in collaboration with the UN Stabilization Mission in Haiti (MINUSTAH) have developed a proposed design for the construction of a class room and facilities for the police academy. This scope of work, cost estimates, and drawings are attached as *Appendix 1*. The drawings contained in *Appendix 1* are not in scale nor meant for construction and should provide applicants with a better understanding of the scope of work of this project.

While *Appendix 1* constitutes one proposed solution for the construction of this structure, CCC/DFAIT is also cognizant of potential industry solutions that may address these requirements with additional benefits not being currently contemplated.

## **1.6 Confidentiality**

CCC is committed to keeping application details confidential. However, as a Crown Corporation, wholly owned by the Government of Canada, CCC is subject to the protection and disclosure provisions of the Freedom of Information and Protection of Privacy Act.

## **1.7 Questions**

Any questions regarding this EOI should be directed to the following CCC Project Officer:

Canadian Commercial Corporation  
Emerging and Developing Markets – Procurement Team  
Attn: Mr. Stefan Dery  
Senior Project Manager  
1100-50 O'Connor St.  
Ottawa, ON, K1A 0S6  
Ph: 613-955-7812  
Fx: 613-995-2121  
Email: [sdery@ccc.ca](mailto:sdery@ccc.ca)

## **1.8 EOI Documents**

This EOI consists of the following:

- a) This Expression of Interest document (6p);
- b) Appendix 1 – Scope of Work and Technical Drawings provided by MINUSTAH (37p);
- c) Appendix 2 – Applicant Certification Form (1p);

## 2 GUIDELINES FOR SUBMISSION OF EXPRESSIONS OF INTEREST

Expression of Interest (EOI) proposals are invited from operating companies who wish to participate in the HNP Training Facilities project.

The following deadlines are currently envisioned:

- 1) Expressions of Interest, using the guidelines provided in section 2.1: **31 May, 2010**
- 2) Issuing of the Request for Proposal (RFP) document: **15 June, 2010 (tentative)**
- 3) Submission of formal proposals: **15 July, 2010 (tentative)**
- 4) Evaluation and award decision: **30 July, 2010 (tentative)**

### 2.1 Guidelines for Submission of Expressions of Interest

- 1) **Length:** There is no length restriction on EOI submissions. However, EOIs should describe proposed solutions in a concise manner for ease of review.
- 2) **Format:** One (1) electronic Adobe PDF document, via email to the address [bids@ccc.ca](mailto:bids@ccc.ca), to be received no later than 2:00pm, Eastern Standard Time, on May 31, 2010.
- 3) The following should be contained in EOIs submitted to CCC
  - i. Name, Address and Affiliation of the Principal Applicant(s);
  - ii. Contact Information of project leader and key team members
  - iii. If deviating from the suggested design:
    1. Identify any economic benefits
    2. Identify any non-economic benefits and features
    3. Identify the impact on maintainability
  - iv. Non-identified project requirements;
  - v. Project schedule identifying key milestones and deliverables;
  - vi. Budgetary figures clearly separating costs related to any freight and transport costs, materials, and installation;
  - vii. Any identified discrepancies from budget estimates provided by MINUSTAH;
  - viii. Proposed level of involvement and assistance by CCC and DFAIT; and
  - ix. Signed *Appendix 2*;
- 4) Please address Expression of Interest proposals to:  
Canadian Commercial Corporation  
Attn: Mr. Stefan Dery  
Reference: "CCC Project: 101106 – HNP Training Facilities"  
50-1100 O'Connor St.  
Ottawa, Ontario, K1A 0S6  
[bids@ccc.ca](mailto:bids@ccc.ca)

## Terms of Reference

### **2.2 General Information**

In responding to this EOI, each proponent must sign *Appendix 2 - Submission Form* that, among other things, acknowledges its acceptance of the EOI Terms of Reference as contained hereunder.

This Request for EOI is not a formal competitive bidding Process. This EOI is issued for information gathering purposes and is not intended to be a formal legally binding “Contract A” bidding process. Without limiting the generality of the foregoing, this EOI will not necessarily result in any subsequent negotiations, direct contract award, invitational tendering process or open tendering process and does not constitute a commitment by the CCC and/or DFAIT to supply any goods or services. Any pricing figures submitted by proponents shall be for general information purposes and will not be binding on proponents.

Information for general information purposes only. Any information provided by proponents is for general information purposes and is not intended to be binding on proponents. Any legally binding supply commitments will only be established where specified by the express terms of a possible subsequent stage in this proposed staged competition or where established through the execution of a written agreement.

### **2.3 Information in EOI Only an Estimate**

The CCC and/or DFAIT and its advisors make no representation, warranty or guarantee as to the accuracy or completeness of the information contained in the EOI or issued by way of addenda. Any data contained in this EOI, or provided by way of addenda, are estimates only provided as general background information.

### **2.4 Parties Shall Bear Their Own Costs**

The CCC and or DFAIT shall not be liable for any expenses incurred by proponents relating to this EOI, including the expenses associated with the cost of preparing submissions to this EOI. The parties shall bear their own costs associated or incurred in connection with this EOI process, including any costs arising out of or incurred in connection with:

- (a) the preparation and issuance of this EOI;
- (b) the preparation and making of a submission; or
- (c) any other activities related to this EOI process.

## **2.5 Accuracy of Responses**

The proponent acknowledges that the information which it provides to CCC and or DFAIT is, to the best of its knowledge, complete and accurate.

## **2.6 Submissions Property of the CCC and or DFAIT**

Submissions and any accompanying documentation provided by proponents shall not be returned by CCC to proponents.

## **2.7 Confidential Information of the CCC and or DFAIT**

All information provided by or obtained from the CCC and or DFAIT in any form in connection with this EOI either before or after the issuance of this EOI:

- (a) is the sole property of the CCC and or DFAIT and must be treated as confidential;
- (b) is not to be used for any purpose other than replying to this EOI; and
- (c) must not be disclosed without prior written authorization from the EOI.

## **2.8 Governing Law**

This EOI process shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein. The proponent hereby agrees to the terms set out in the Terms of Reference and in the EOI.