



## BID PACKAGE FOR



FEDERAL EMERGENCY MANAGEMENT AGENCY DISASTER RECOVERY PROGRAM

**PW Reference No. PA-02-VI-4340-PW-00913(0)**

DEPARTMENT OF AGRICULTURE

*ST. CROIX, UNITED STATES VIRGIN ISLANDS*

## SCOPE OF WORK AND SHEET

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### Section 1: Scope Overview

The general scope of work shall include: The Contractor shall repair damage caused by Hurricane Maria to the Homestead Bldg. All items/debris to be disposed shall be in accordance to the Virgin Islands Building Codes.

NOTE: See all attachments for additional information and field verify all quantities, dimension and conditions.

### Section 2: General Bidder's Instructions and Requirements

1. The selected licensed General Contractor (hereafter, "Contractor") shall be responsible for thoroughly inspecting all relevant existing conditions associated with this project. It is the contractor's responsibility to establish exact quantities and existing circumstances based upon the documents, instructions issued herein and his site visits.
2. The Scope of Work shall include all work on the accompanying Bid Sheet and Specifications, if any.
3. The Contractor shall provide all labor, material tools, accessories, equipment, and incidentals required to complete all of the work specified or reasonably implied therein, as falling within the Scope of Work of this project.
4. The contractor's prices submitted for work to be done shall include all possible costs, including overhead, taxes and profit.
5. The Contractor shall be disqualified if any bid sheet is not legible or fully complete. The government shall not be responsible to interpret any omission or illegible entries.
6. Unit prices submitted on the itemized bid sheet shall be utilized by the Government of the Virgin Islands in its discretion and at its sole benefit to determine any credits and/or debits to the project, which, if necessary, shall be addressed only in the form of a formal Change Order to the Project.
7. All bidders are required to attend a **MANDATORY** Site Walkthrough. Failure on the part of a bidder to attend the scheduled site walkthrough shall be grounds to disqualify a bidder.

8. Bidders are encouraged to bring to the attention of the government any and all areas or issues of concerns during the period open for questions and clarifications. Failure on the part of a bidder to raise any questions regarding any unusual or known circumstances during the bid preparation period shall not relieve or give cause for a bidder to subsequently advance a claim or cause for changes to the scope of work.
9. When applicable, the Contractor shall be responsible to file for and secure any and all permits and/or inspections which may be required prior to, during or at the completion of the work installed.
10. Bidders shall furnish one original and one (1) copy of its bid response which must include the bid sheet signed by the bidder.
11. A mandatory site walk-through will be conducted and must be attended by all prospective bidders as follows:

Mandatory site visits at: **VI Dept. of Agriculture, STX**

Date/Time: **TBD**

Bid submittal DATE/TIME: **TBD**

### Section 3: Contractual Requirements

All estimates and subsequent contract and supporting documents (if selected) must reflect the legal name of entity. Supporting documents that must be submitted prior to contract execution and within the time established by the Government shall include, but not be limited to, the following:

1. Current Virgin Islands Business License issued to the legal name of record of the entity by the Government of the Virgin Islands, Department of Licensing and consumer Affairs.
2. A **Data Universal Numbering System (DUNS)** number and be registered with the **System for Award Management (SAM)** are require in order to receive payments.

Please note the above-referenced documents are subject to modification at the Government's discretion.

Any silence, absence, or omission from the contract specifications concerning any point shall be regarded as meaning that only the best commercial practices are to prevail.