



REQUEST FOR PROPOSALS (RFP)

MODULAR OFFICE

1. INTRODUCTION

Guyana Shore Base Inc. (GYSBI) invites qualified and experienced contractors to submit proposals for the design, supply, and complete assembly of a modular office building, including foundation works and all fixed architectural, structural, plumbing, and electrical elements, as per the included layout. The successful bidder will be required to execute the scope of works on-site at GYSBI's Industrial Estate (Annex) facility in McDoom, Georgetown, Guyana. A mandatory site visit is scheduled for Friday May 16 at 10:00 hrs., and attendance must be indicated through tenders@gysbi.com.

2. PROJECT OVERVIEW AND REQUIREMENTS

The project comprises the turnkey supply, transportation, assembly, and commissioning of a modular office building according to the included layout. The scope includes but is not limited to:

- Full foundation design and construction.
- Modular building supply and assembly.
- Internal fixed structures (walls, doors, plumbing, electrical).
- Roof, drainage, and weatherproofing.
- Compliance with all relevant Guyanese construction and safety standards.

The office layout includes open workspaces, private offices, male and female restrooms, kitchenette, and storage areas as shown in the attached layout.

3. REQUIREMENTS FOR RFQ SUBMISSION

Interested contractors must provide the following details:

A. Company Profile & General Submission Requirements

- Company name, and valid business registration or equivalent
- Company profile and overview of core business activities
- Contact details of key representative / point of contact



- Local Content Certificate (if available). If no Local Content Certificate is available; Guyanese-registered businesses can provide evidence of majority-Guyanese ownership and indication that local content certification is being or will be pursued.

B. Relevant Experience

- Summary of similar modular or prefabricated building projects completed.
- Demonstrated experience working in safety sensitive environments.
- Client references or letters of recommendation (preferred).

C. Technical

- High-level project methodology and work plan.
- Outline of construction and delivery schedule.
- Design adaptations or recommendations, if any.

D. Commercial Proposal

- Detailed bill of quantities and pricing (including foundation).
- Payment terms and validity of quotation.
- Any optional pricing or value-added components.

E. Mandatory Site Visit

- A mandatory site visit is scheduled for Friday May 16 at 10:00 hrs., and attendance can be indicated through tenders@gysbi.com.

4. SUBMISSION DETAILS

- Date published: May 10, 2025
- Deadline for Submission: June 10, 2025
- Submission Format: Single PDF document
- Submission Email Address: tenders@gysbi.com with Subject Line: "Proposal for Modular Office"
- Clarifications & Queries: All inquiries can be submitted to the email address above

5. EVALUATION AND NEXT STEPS

All submissions will be evaluated based on technical compliance, relevant experience, cost, and ability to deliver within the required timeframe.



6. DISCLAIMER

GYSBI reserves the right to accept or reject any submission, to cancel the process at any time, and to proceed in a manner it deems fit without incurring any liability.

We look forward to receiving your Proposal and working with capable contractors to successfully satisfy our requirements.

Issued by:

GUYANA SHORE BASE INC. (GYSBI), February 20, 2025, tenders@gysbi.com