

Request for Proposal (RFP) For Selection of Consultancy Firm For Feasibility Study Report of Stanley Marina

Falkland Islands Development Corporation

April 2025

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DISCLAIMER

This Request for Proposal (“RFP”) has been prepared by the Falkland Islands Development Corporation (“FIDC”) for the sole use by those Proposing the Contract (“Proposer(s)”), their professional advisers, and other parties essential to preparing the Proposal for the Contract (“Proposal(s)”).

The information contained in this RFP and all subsequent information, and documents sent to you by FIDC pursuant to this procurement must be treated as confidential and must not be disclosed to any third party. If you are unable to comply with this requirement you must destroy this RFP and all associated documents immediately and not retain any electronic or paper copies.

No warranties or opinions as to the accuracy or completeness of any information provided in, or which accompanies, this RFP or otherwise or as to the powers and/or status of FIDC shall be given at any stage by FIDC and any liability for any inaccuracy or incompleteness is therefore expressly disclaimed by FIDC.

Any person planning to enter into a contractual relationship with FIDC or any other person on the basis of the information provided by or on behalf of FIDC must make their own investigations and form their own opinion in relation to the status, completeness, and accuracy of all such information and in relation to the status and/or powers of FIDC.

Your attention is drawn to the fact that, by issuing this RFP, FIDC is in no way committed to awarding any Contract and reserves the right to cancel at any point for any reason. FIDC shall not be liable for any costs resulting from any cancellation of this Proposal process, nor for any other costs incurred by those expressing an interest in or Proposing for this Contract opportunity.

FIDC reserves the right to request supplementary documentation at any time during the process to clarify the capability, financial or otherwise, of any aspect of Proposals submitted or any of those associated with the Proposal response.

You are deemed to fully understand the process that FIDC is required to follow under relevant Falkland Islands Legislation, FIG, Financial Instructions, and FIDC Policies & Procedures.

SUMMARY CONTRACT DETAILS

Contract Description	This Contract shall deliver the feasibility study for a marina in the Harbour located in Stanley, Falkland Islands.
Contract Period	1st July 2025 – 31st December 2025
Contact Point	All queries should be emailed to: sfaria@fidc.co.fk
Clarification Deadline	2nd May 2025
Closing Date	16th June 2025

DEFINITIONS

“Contract”	The Contract to be entered into by FIDC with the successful Proposer(s).
“Proposers(s)”	The Proposer(s) selected to enter into the Contract with FIDC
“Contract Period”	The duration of the Contract
“Proposal(s)”	The proposal(s) submitted by the Proposers(s) in response to this RFP

INTRODUCTION

The Falkland Islands Development Corporation was established in 1983, in response to the recommendations made in the Shackleton Report (1982). FIDC acts as the national economic development agency for the Falkland Islands and is tasked to develop the commercial sector of the Falkland Islands by being one of the principal partners delivering and implementing the economic strategies of the Falkland Islands Government. FIDC is a quasi-autonomous government-funded body.

Useful website links:

- <https://fidc.co.fk/>
- <https://www.falklands.gov.fk/>
- <https://www.falklands.gov.fk/maritimeauthority/>

PROJECT BACKGROUND

FIDC has identified a need to develop the waterfront in Stanley Harbour, Falkland Islands. Currently, the available infrastructure is limited to a small concrete pontoon at the Public Jetty - owned by the Falkland Islands Company - along with two private marinas and a few individually owned docks. Many of these facilities are in poor condition or have insufficient water depth, making them unsafe or impractical for boat use. The lack of adequate docking space poses challenges for day boaters, overnight visitors, and long-term mooring, while the Harbour's waters and frequent westerly gales (i.e., frequent high-speed winds reaching 31 knots) further complicate navigation and maneuvering, even for experienced mariners.

The limitations of Stanley Harbour's infrastructure have broader economic and logistical impacts. Excursion boats, commercial fishing vessels, tenders and cruise ships often face restrictions, with some private charters opting for berthing in Chile and Uruguay due to the lack of suitable dockage. An analysis of local boat registrations shows that most vessels are small (under 26 feet) and trailerable, highlighting the demand for a well-designed private marina would cater to key user groups, including local boat owners, tenders, visiting yachts, commercial operators, and sport fishing charters, while also supporting the growing tourism and maritime industries. Given the Harbour's depths and exposure to westerly gales, a full serviced marina would need to consider dredging, robust breakwaters, and deep-water berths to ensure safe year-round operation. Additionally, the marina should offer secure moorings, fuel services, maintenance facilities, and ample parking to accommodate trailerable vessels, which make up the majority of the local boating fleet.

Recognising these challenges, FIDC sees this project as a compelling investment opportunity. A modern marina would address a critical gap in Stanley's maritime infrastructure, attract higher-spending visitors, and generate new revenue streams through slip rentals, marine services, and tourism-related businesses. By developing a full-serviced facility, the Falkland Islands could establish itself as a premier destination for international yachting, sport fishing, and maritime commerce, fostering long-term economic growth.



Figure 1 Landscape view of yachts in Stanley Harbour from Government Jetty



Figure 2 Landscape view of yachts in Stanley Harbour from Victory Green

AREA DESCRIPTION

Government Jetty

The Government Jetty is a historically significant and strategically located site in Stanley, the capital of the Falkland Islands. Established on the western edge of the new town along the Harbour, this area became known as the 'Dockyard' and played a central role in the early development of Stanley. One of its notable features, Dockyard Cottage, provided temporary housing for early immigrants, underscoring the Dockyard's importance as a hub for settlement and growth.

The Government Jetty itself has a fascinating origin story. In August 1850, the 615-ton Canadian Barque Margaret arrived in Stanley severely damaged and leaking. After being condemned, the ship was ingeniously repurposed: it was cut down, filled with rubble, and used as the foundation for a pier head. This innovative solution gave rise to the 'Government Jetty,' which became a vital infrastructure point for the community.

Today, the Government Jetty remains a focal point for both locals and visitors, offering a unique blend of historical significance and modern functionality. It serves as a key location for maritime activities, cultural events, and government operations, making it an integral part of Stanley's infrastructure. For a detailed overview of the site, including its exact dimensions and layout, please refer to the latest area site plan provided by Ajax Engineering Ltd. in the RFP document. The plan outlines the 3720m² development area, highlighting key features and proposed enhancements to the site, ensuring its continued relevance and utility for future generations.



Figure 3 Picture of the "Dockyard" - Museum and National Trust

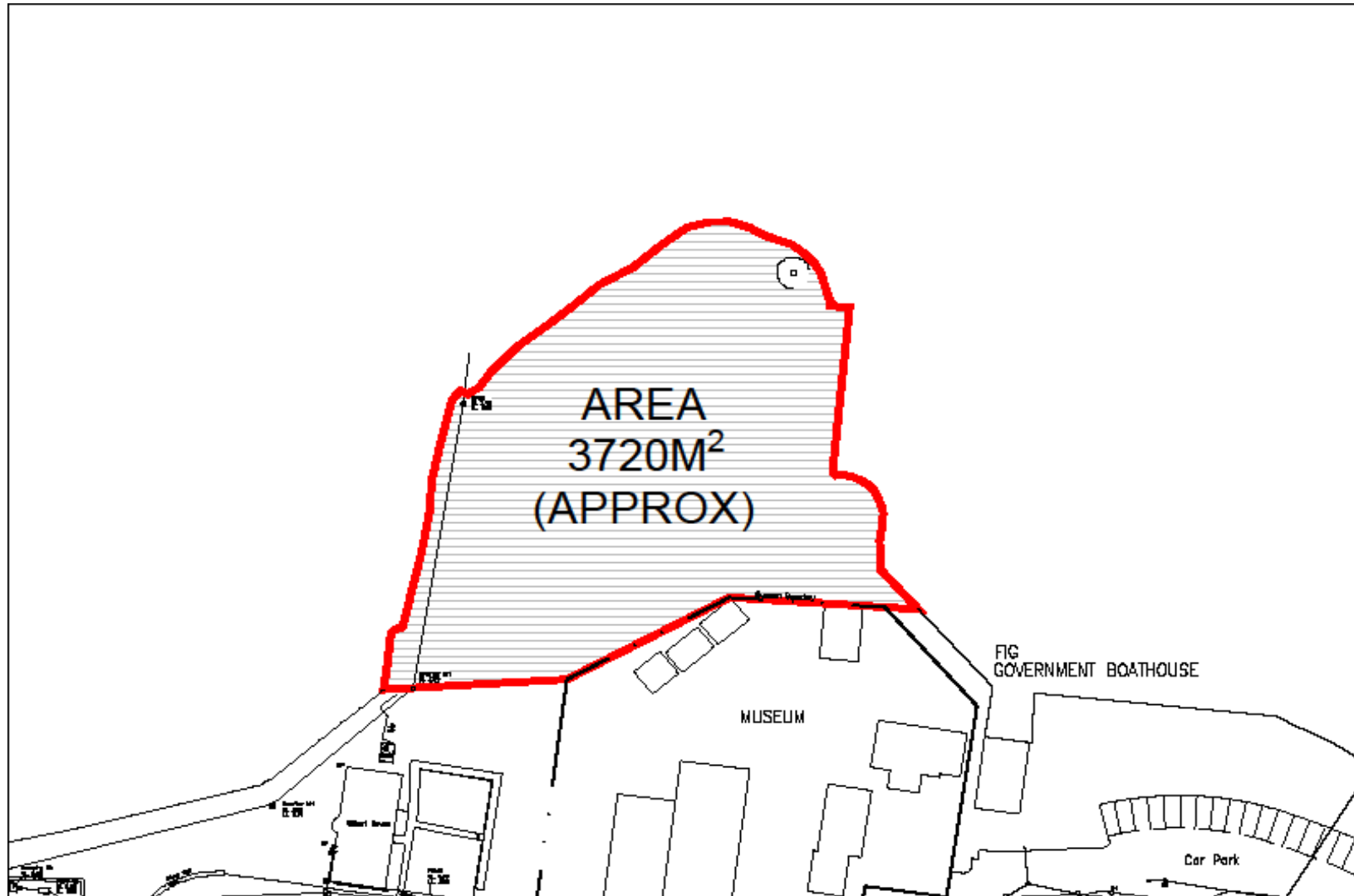


Figure 4 Plan site of Government Jetty – Ajax Engineering Ltd.

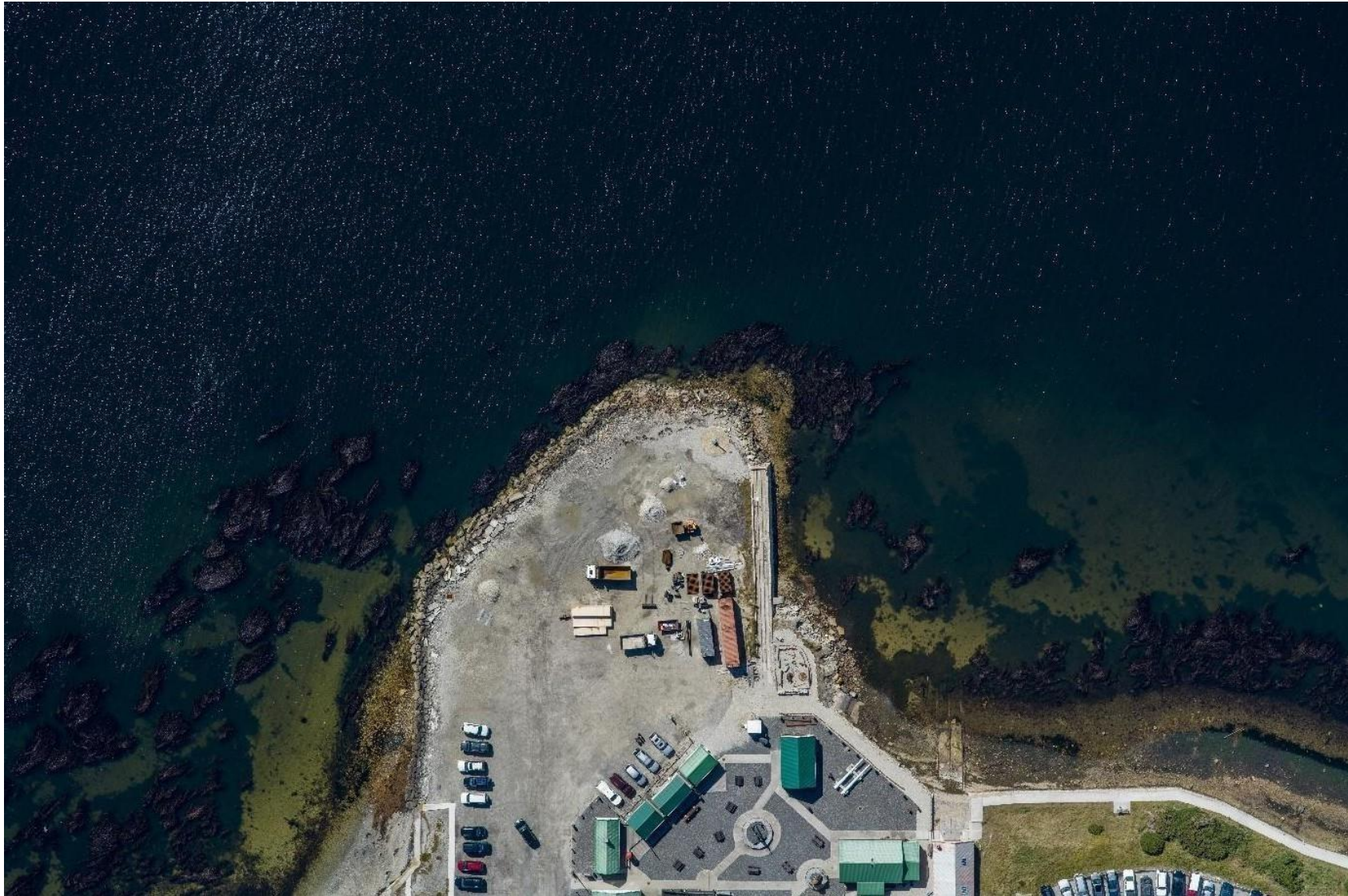


Figure 5 Bird eye shot of Government Jetty

INSTRUCTIONS TO PROPOSERS

GENERAL

FIDC may, at its absolute discretion, extend the proposing period and postpone or change the closing date, for any reason.

Proposers must obtain for themselves, at their own expense, all information necessary for the preparation of their Proposals, and must satisfy themselves that they fully understand the requirements of the Contract.

Whilst information included in this RFP has been prepared in good faith, it does not purport to be comprehensive or to have been independently verified. With the exception of statements made fraudulently, FIDC does not accept any liability or responsibility for the accuracy or completeness of such information. No officer, employee, agent of or any consultant engaged by FIDC gives any undertaking, guarantee, or warranty, or make any representation (express or implied) in relation to this RFP, or any other matter relating to the Contract.

Prior to the award of the Contract no publicity by Proposers regarding this Proposal process or the Contract is permitted. Once the Contract has been awarded, in accordance with the Contract, no publicity is permitted without the prior written consent of FIDC.

No alteration to the successful Proposer's position post award of the Contract will be accepted, unless this is due to external factors beyond the control of the Proposer, is acceptable to FIDC and is in accordance with any applicable domestic legislation.

FIDC reserves the right to disqualify any Proposer whose circumstances change to the extent that the Proposer ceases to meet the qualification criteria in the Questionnaire, or who makes material changes to any aspect of its Proposal, unless substantial justification can be provided to the satisfaction of FIDC, and such change is in accordance with applicable domestic legislation.

Subject to FIDC's legal and regulatory obligations from time to time, FIDC will respect the confidentiality of each Proposer's work and will not disclose any aspect of their submission to another Proposer. FIDC reserves the right to inform all Proposers in identical terms if an issue of general application to the proposing process emerges by way of clarification or otherwise.

PROCUREMENT TIMETABLE

The proposed timetable below is subject to change and is provided by way of guidance only. FIDC reserves the right to amend this timetable at its absolute discretion at any time during the Proposal process.

Deadline for Receipt (Clarification Queries)	2nd May 2025
Deadline for Receipt (Proposals)	16th June 2025
Notification of Outcome	23rd June 2025
Contract Award	30th June 2025

CLARIFICATION COMMUNICATION

If you have any questions or require any clarifications, please submit these via email to Strategic Projects Manager, Tom Baker at strategic.projects@fidc.co.fk no later than the Clarification Deadline of 2nd May 2025. Questions or Clarifications received after the Clarification Deadline will not be answered.

Proposers are advised that, under no circumstances, must they contact FIDC or their representatives concerning any aspects of this Proposal process other than by the email address above, or in case of email unavailability to the phone number +500 27211. Failure to do so may result in disqualification from this Proposal process.

Please note that any questions submitted and FIDC's responses may, at FIDC's discretion, be circulated to all Proposers, except where FIDC accepts an assertion made by a Proposer at the time of question submission that the subject matter of a question relates specifically to a Proposer's response and is therefore confidential.

FIDC reserves the right to issue supplementary documentation at any time during the Proposing process to clarify or amend any aspect of the RFP or any of the associated documents and shall supersede any part of the RFP to the extent indicated.

FIDC cannot and will not be liable if, due to any reasons outside of the control of FIDC including any failure of technology or utilities, the Proposal documents or any relevant question or documentation submitted by a Proposer is not received by FIDC by the key deadlines. It is the responsibility of the Proposer to ensure that documentation that it wishes FIDC, in relation to the Proposal, to receive has been received in a timely manner.

CLARIFICATION AND SITE VISITS

Site Visits

If Proposers wish to visit the site as part of preparation of their Proposal, please contact FIDC to ensure full access to the site will be available, via email or phone to Sue Faria sfaria@fidc.co.fk or phone +500 27211. Proposers will be permitted access to the site without supervision providing prior notification is given.

Post-Submission Clarifications

During the evaluation period, FIDC reserves the right to seek further information from the Proposers to assist in its consideration of the Proposers; this may take the form of post-submission negotiations, clarification meetings or written clarifications.

SCOPE OF WORK

The Falkland Islands Development Corporation is seeking Proposals from qualified consultants to conduct a comprehensive feasibility study for the potential development of a marina in Stanley Harbour, Falkland Islands. This study will provide the necessary data, analysis, and strategic recommendations to determine the viability, sustainability, and economic impact of the project. Given the unique characteristics of the Falkland Islands - its remote location, environmental sensitivities, and seasonal variations - it is essential that the study takes a holistic and evidence-based approach to evaluating the project's feasibility.

The Proposer will be responsible for assessing market demand, environmental implications, economic impact, financial feasibility, technical considerations, and potential risks. A key component of this study will be determining the appropriate number and mix of berths required to support different demographic and marine-user cohorts, taking into account seasonality, local industry needs and international yachting and maritime trends. The study must also provide a cost-benefit analysis to support informed decision-making and ensure that any development aligns with long-term economic and environmental sustainability goals. In addition, the Proposer will identify and evaluate a range of financing and fundraising options for the marina development. The Proposer is expected to outline viable options to ensure that all future investment decisions are grounded in a clear understanding of financial practicability and funding availability.

Additionally, the study should examine the potential for public and commercial use, considering how the marina can enhance local business opportunities, attract investment, and provide benefits to the wider community. The Proposer will need to engage with local stakeholders, regulatory bodies, and industry representatives to ensure the study reflects both commercial viability and community expectations.

The findings of this study will form the foundation for determining whether the marina development should proceed and, if so, under what conditions. The final report must offer clear, actionable recommendations that will support future planning, investment, and regulatory approval processes. This scope of work outlines the specific requirements of the study, ensuring that all key aspects—market analysis, environmental and social impact, technical feasibility, risk assessment and financial viability - are thoroughly examined. The inclusion of a financing strategy will be critical to assessing the overall deliverability of the proposed development. The proposer must demonstrate a proven track record in delivering similar feasibility studies and possess expertise in marina development, coastal infrastructure, economic analysis, and environmental assessments.

Market Analysis

The Proposer shall conduct an extensive market analysis to determine the demand for marina facilities and services within Stanley Harbour in the Falkland Islands. This analysis will include identifying potential demographic and marine-user cohorts such as yacht owners, fishing vessels, recreational boaters, tourism operators and commercial maritime businesses. International, national, and regional trends in boating and maritime activities must be evaluated to establish a clear understanding of demand drivers. The study shall also examine existing marinas, docking facilities and related services in the region. This includes assessing their capacity, pricing structures, service offerings and market positioning to determine market gaps and competitive advantages.

A detailed assessment of historical data, industry trends and economic projections will be required to estimate demand for marina facilities and services. The study should analyse seasonal usage patterns and potential preferences for amenities and services. The Proposer shall evaluate potential

revenue streams, including docking fees, mooring charges fuel sales, repair and maintenance services, tourism-related services, and retail opportunities. A financial model should be developed to provide revenue projections based on different operational models. Additionally, the Proposer shall determine the appropriate number of berths and the optimal berth mix required for the marina based on market demand and anticipated vessel types.

Economic Impact Study (EIS)

A thorough economic impact assessment shall be conducted to evaluate how the marina development will affect the local and regional economy. This will include an estimation of direct and indirect job creation in construction, marina operations, tourism and supporting industries such as hospitality and retail. The Proposer shall analyse the potential for local businesses to benefit from increased economic activity due to the marina, including the establishment of complementary businesses such as restaurants, hotels, boat rental and charter services and marine supply stores. The study should assess how the marina could contribute to regional infrastructure improvements, economic diversification and attract new investments or partnerships for sustainable development.

Cost-Benefit Analysis (CBA)

The Proposer shall conduct a cost-benefit analysis to determine the financial feasibility of the marina project. The study shall include a breakdown of construction costs, including dredging, marina infrastructure, piers, utilities, and landscaping. Procurement needs for essential equipment and technology should also be identified. A detailed estimation of forecasting expenses, including staffing, security, utilities, insurance, and marketing, as well as long-term maintenance and sustainability considerations, should be included. Financial models should be developed to assess profitability under different operational scenarios. The study should include a break-even analysis and projected return on investment.

As part of the financial feasibility assessment, the Proposer is expected to assess and recommend how the marina development could be financed. This should include an evaluation of the financial viability of the project from a funding perspective, taking into account the scale of investment required and the likely availability of funds. Understanding how the project could be funded is critical to determining potential barriers or enablers to implementation. The Proposal must therefore provide well-reasoned recommendations regarding practical, accessible, and sustainable financing approaches to support decision-making.

Technical & Infrastructure Feasibility

The Proposer shall evaluate the technical requirements and infrastructure feasibility for the marina's construction and operation. This shall include an analysis of water depth, tidal conditions, wave exposure, hydrodynamic, and storm surge risks to determine the suitability of potential orientations within Stanley Harbour. The Proposer is expected to recommend the necessary geotechnical studies to assess seabed and land conditions for foundation requirements.

The Proposer shall identify essential marina facilities, including docks, piers, breakwaters, boat ramps, fuelling stations and maintenance areas. Connectivity to transportation networks such as roads, airports and marine access routes should also be assessed. Potential constraints due to the remote location, harsh weather conditions and material availability should be identified. Engineering solutions must be proposed to ensure structural resilience and operational efficiency.

Risk Assessment & Mitigation Strategy

A comprehensive risk assessment shall be conducted to identify potential challenges and mitigation measures. The study should evaluate risks related to storms, hurricane, rising sea levels and extreme weather events, providing recommendations for climate-resilient design and emergency preparedness.

The Proposer shall assess risks related to theft, piracy, accidents, and emergency response capabilities, recommending safety measures, security protocols and crisis management strategies. Potential difficulties in transporting materials and equipment to the Falkland Islands should be identified and strategies should be proposed to ensure a reliable supply chain and workforce availability.

Social Impact Assessment (SIA)

The Proposer shall analyse the social implications of the marina project on local communities and stakeholders. The study should assess how the marina might affect traditional fishing, cultural heritage, and local livelihoods. Strategies should be proposed for inclusive development and community involvement. Opportunities for public access, recreational facilities and community benefits should be identified. The study should explore ways to integrate the marina into the local community in a sustainable and pragmatic manner.

CONDITIONS OF ELIGIBILITY OF PROPOSERS

Proposers must carefully read the minimum conditions of eligibility (the “Conditions of Eligibility”) provided herein. Proposals of only those Proposers who satisfy the Conditions of Eligibility will be considered for evaluation.

To be eligible for evaluation of its Proposal, the Proposer shall fulfil the following:

- **Technical Capacity:** The Proposer shall have, over the past 10 (ten) years, completed a minimum of 2 (two) Assignments/ Consultancy services relating to Feasibility study/ Pre- Feasibility study of a marina.
- **Conditions of Eligibility for Key Personnel:** The structure of your key personnel in the project team and the specific capabilities they possess relevant to the marina project, such as experience in maritime infrastructure and community engagement.

SUBMISSION OF PROPOSALS

Completed Proposals must be returned in one of three ways:

Hand delivery of the completed Proposal document in a sealed envelope marking the outside of the envelope clearly ‘Proposal Response – Stanley Marina’ with no indication of the name of the sender on the sealed envelope to Falkland Islands Development Corporation, Shackleton House, Stanley, FIQQ 1ZZ.

or

Tracked postal delivery of the completed Proposal document in a security sealed envelope marking the outside of the envelope clearly ‘Proposal Response – Stanley Marina’ with no indication of the name of the sender on the sealed envelope and addressed to Falkland Islands Development Corporation, Shackleton House, Stanley, FIQQ 1ZZ.

or

An email to sfaria@fidc.co.fk in the formats set out in this RFP and accompanying documentation. Completed emailed submissions should include the subject header ‘Proposal Response – Stanley Marina’.

Failure to return your Proposal in the correct manner may result in your exclusion from consideration for the Contract.

Proposers must allow sufficient time before the closing date to return their Proposal. FIDC reserves the right to reject Proposals received after the closing date. Should the Proposer experience technology, utility or logistical issues on the Proposal return date, and risk of not being able to submit in time, contact Sue Faria at least two hours before the deadline on +500 27211 to advise. FIDC at their absolute discretion may provide an alternative method of submission or provide an extension to the Proposal deadline.

EVALUATION CRITERIA

Proposers must provide the following information in their Proposal. Failure to provide this information may result in your submission being disqualified. This RFP duly completed and signed should include the following:

Qualification Criteria

Proposal responses for the qualification criteria will be evaluated according to the table set out below. Proposers must enter their response to the below evaluation criteria in Scored Questions. Where there is a "Pass/Fail," should all corresponding sections score a "Fail," this may result in your disqualification for failing to meet the specifications of the RFP.

Qualification Criteria		Score
Proposer's Introduction	Submission of company information and sub-contractor details.	Pass/Fail
	Submission of insurance documentation.	Pass/Fail
	Provide evidence of expertise, resources, and approach.	Pass/Fail
	Understanding of project requirements.	Pass/Fail
Total Section		Pass/Fail

Quality Criteria

Proposal responses for the quality criteria will be evaluated according to the table set out below. Proposers must enter their response to the below evaluation criteria in Scored Questions.

Quality Criteria	Score
Relevant Experience and Team Capabilities	Provide examples of previous feasibility studies for marina developments or coastal infrastructure projects. Outline the team's expertise and how it will ensure the study is comprehensive, actionable, and tailored to the unique challenges of the Falkland Islands. (insert) / 10
Market Analysis	Describe the methodology for assessing demand for marina services, including identifying the target market, berth numbers and berth mix. Explain how seasonality will be factored into demand projections and revenue models to ensure an accurate assessment. (insert) / 20
Economic and Social Impact	Explain how the economic benefits of the marina, such as job creation and business growth, will be assessed. Outline the approach to evaluating social impacts and engaging with local communities while balancing economic development and environmental sustainability. (insert) / 20
Cost-Benefit Analysis	Detail the financial models and methodologies used to assess cost-benefit ratios, capital investment, operational costs, and revenue projections. Explain the factors considered when determining the financial viability of different operational models. An assessment of how these models inform the identification of realistic financing and fundraising strategies to support project implementation and development is required. (insert) / 20
Technical and Infrastructure Feasibility	Outline the approach to assessing site orientation, infrastructure needs and engineering challenges for marina construction. Identify key factors to ensure the marina's resilience against environmental and logistical constraints. (insert) / 20
Risk Assessment and Mitigation Strategy	Outline the approach to identifying and mitigating risks, including environmental, security and logistical challenges. Highlight climate resilience measures and emergency preparedness strategies to ensure the marina's long-term sustainability and security. (insert) / 10
Total Score	(insert) / 100

SCORED QUESTIONS

Qualification Questions

Proposer's Introduction (Max Score [Pass/Fail])

Please provide a summary of your firm's structure, areas of expertise, and relevant licensing.

Will you use subcontractors for this project? If yes, please list their names, roles, relevant experience, and references as required?

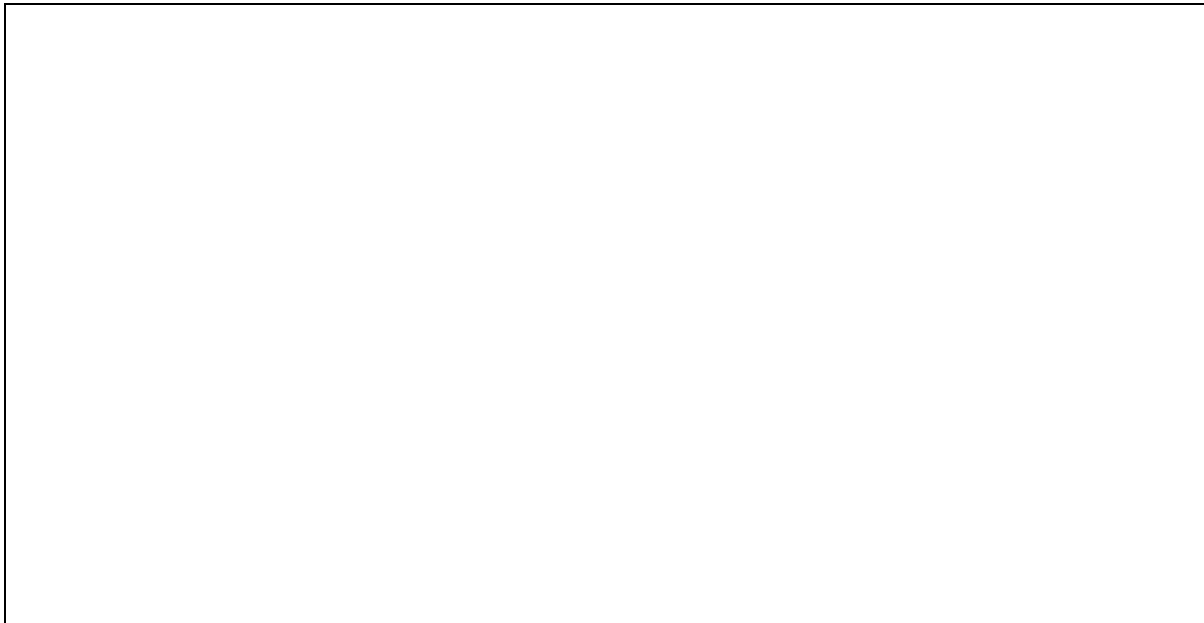
Project Budget

Please provide all staffing costs and associated expenses and provide clear assumptions used in developing these cost estimates?



Project Timeline

Please provide a schedule with key milestones and deliverables.

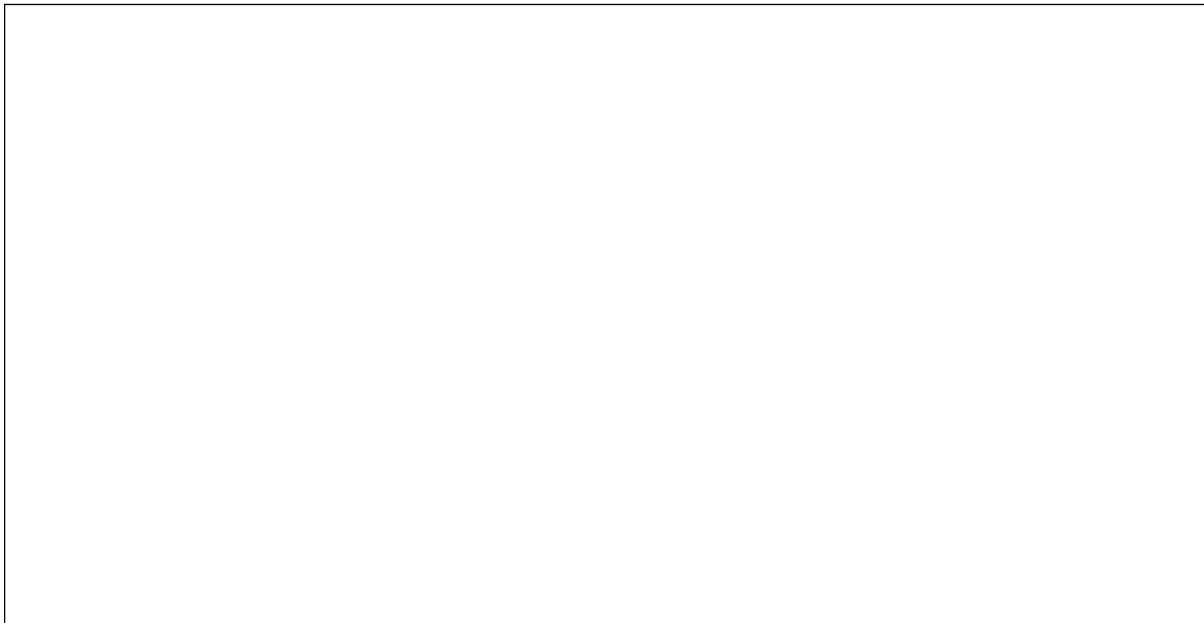


Understanding of Project Requirements (Max Score [Pass/Fail])

Based on your understanding of the project, what are the key challenges and opportunities associated with developing a marina in the Falkland Islands within Stanley Harbour?



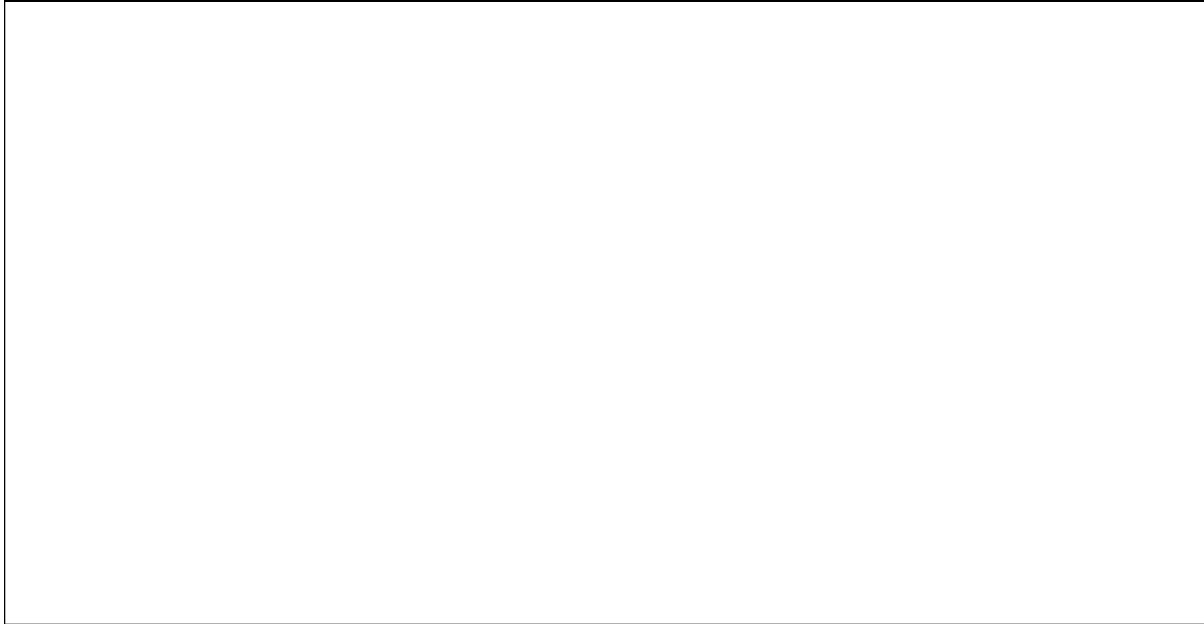
How do you propose to address the unique characteristics of this remote location?



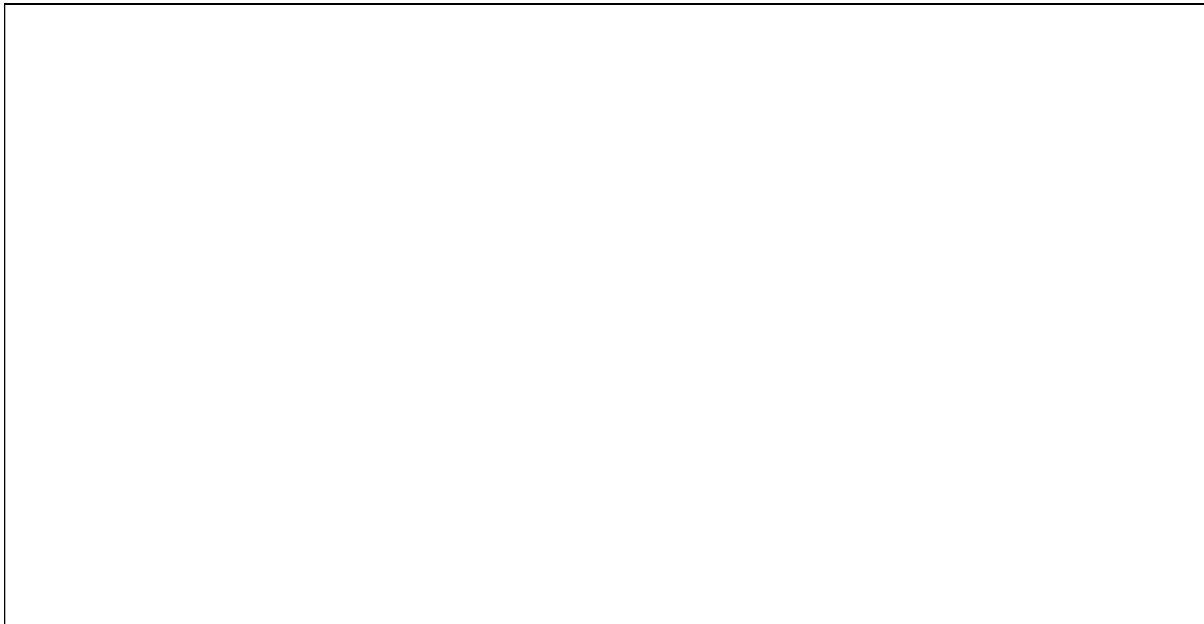
Quality Questions

Relevant Experience and Team Capabilities (Max Score [10])

Provide examples of previous projects where you have conducted similar feasibility studies for marina developments or coastal infrastructure projects.

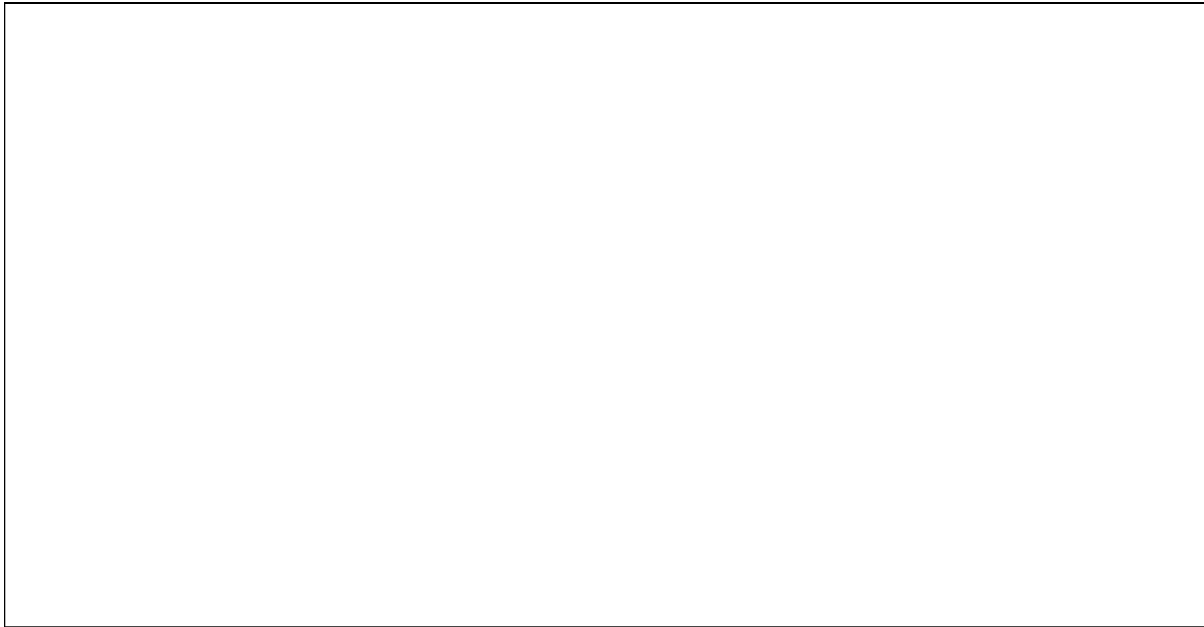


What expertise does your team bring to this project and how will it ensure the study is comprehensive and actionable?

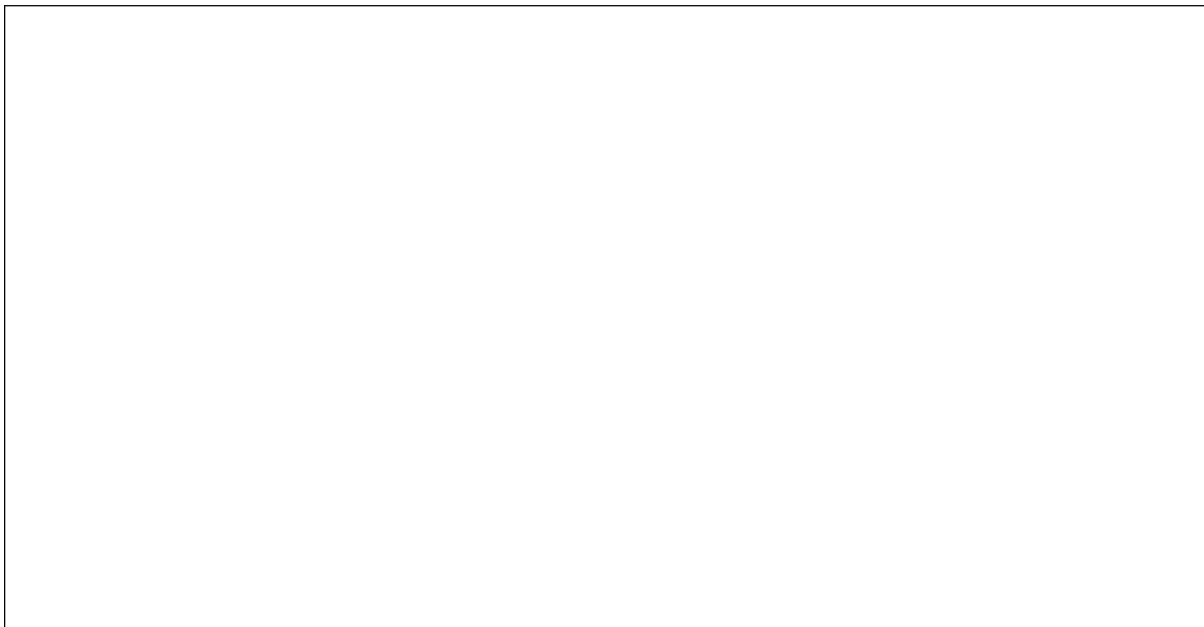


Market Analysis (Max Score [20])

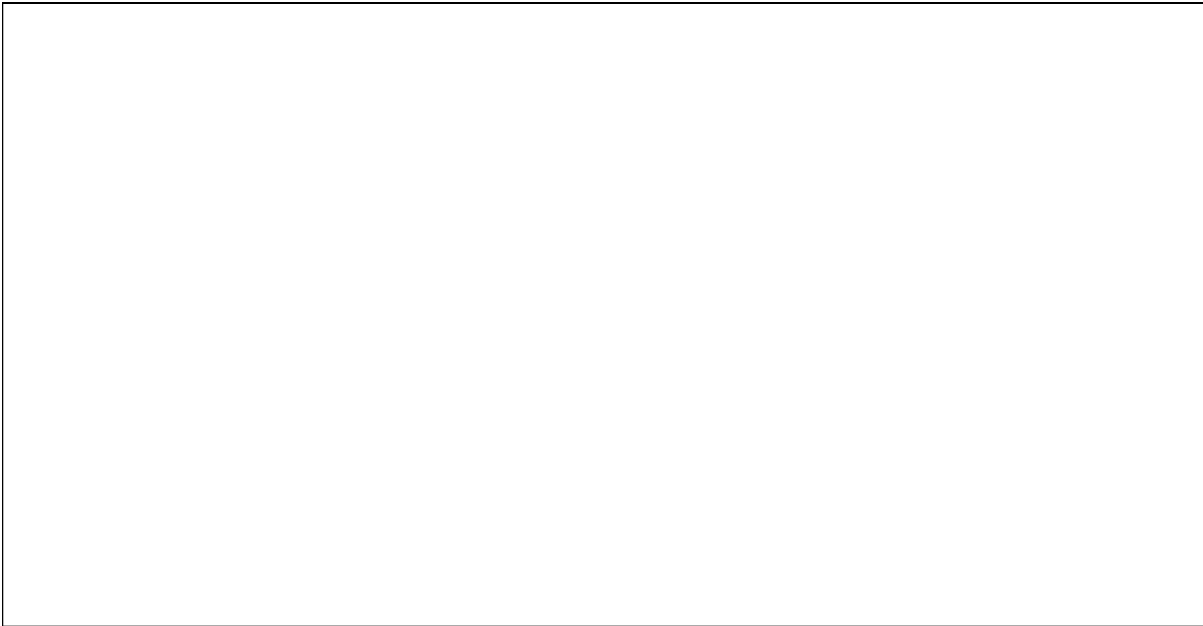
Describe the methodology you will use to assess the demand for marina services in the Falkland Islands and the wider region.



How will you identify the target market, including different user groups and determine the appropriate number and mix of berths?



How will seasonality be factored into demand and revenue projections?

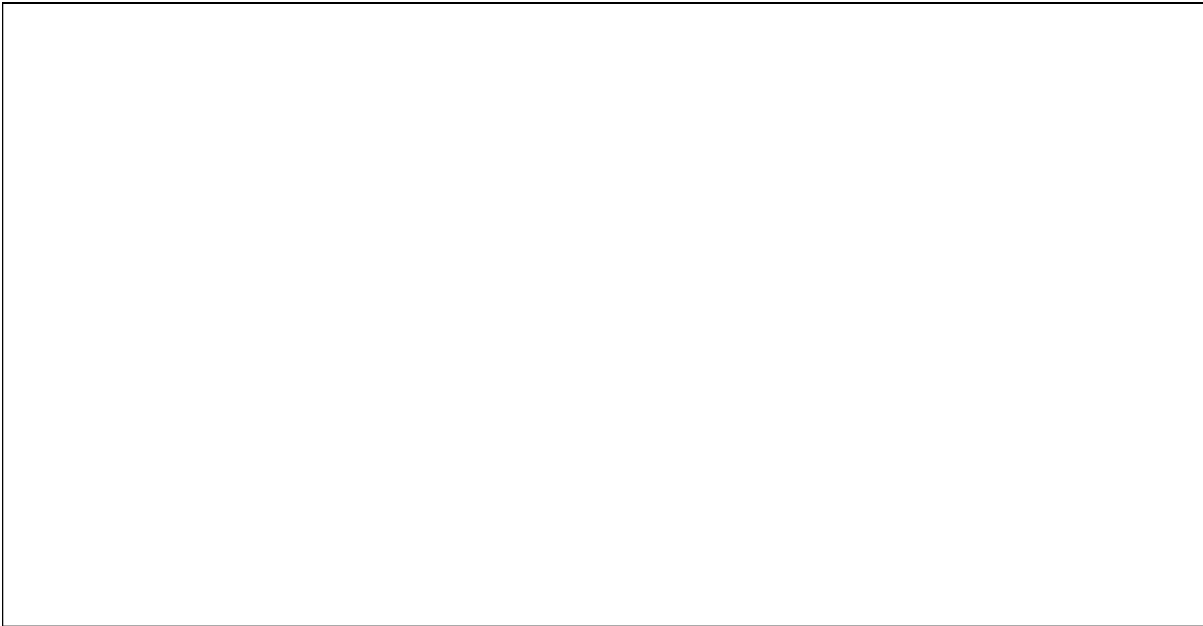


Economic and Social Impact (Max Score [20])

How will you assess the potential economic benefits of the marina, including job creation and business growth?

What approach will you take to evaluate social impacts and engage with local communities and stakeholders?

How will your recommendations balance economic development with environmental sustainability?

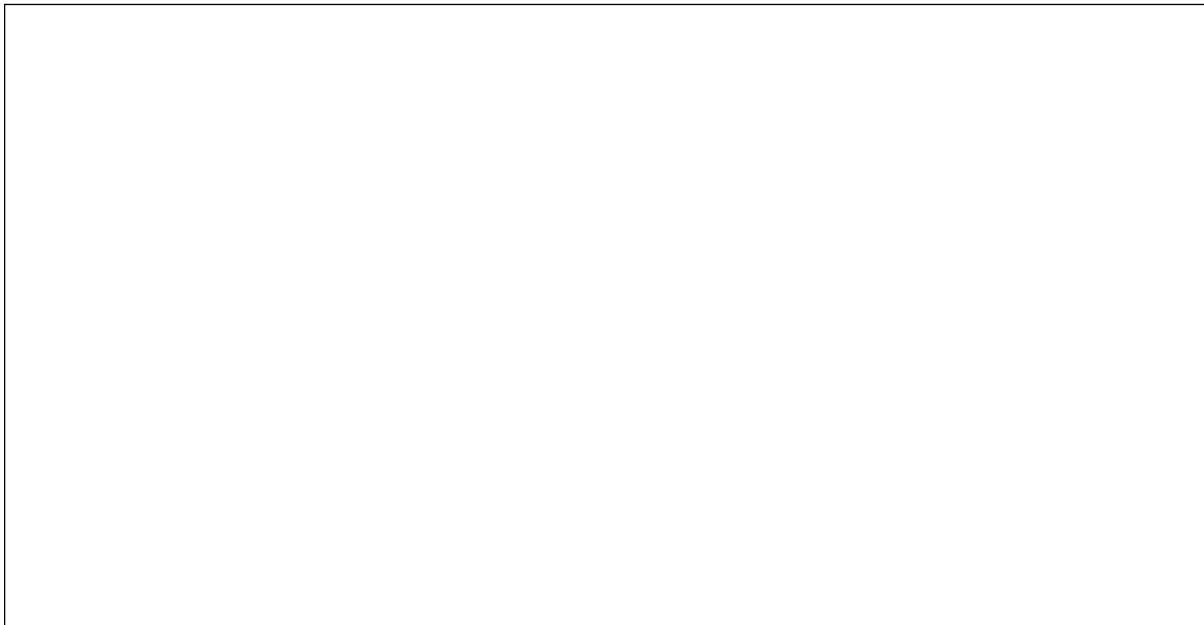
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Cost-Benefit Analysis (Max Score [20])

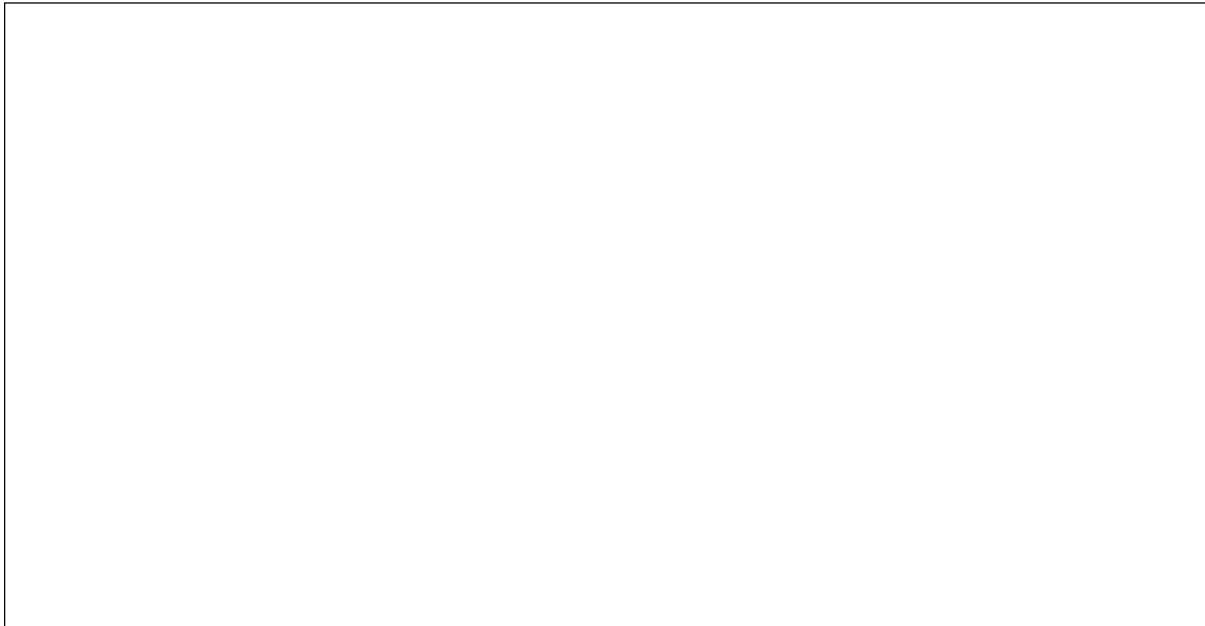
What financial models and methodologies will you use to assess the cost-benefit ratio of the proposed marina?



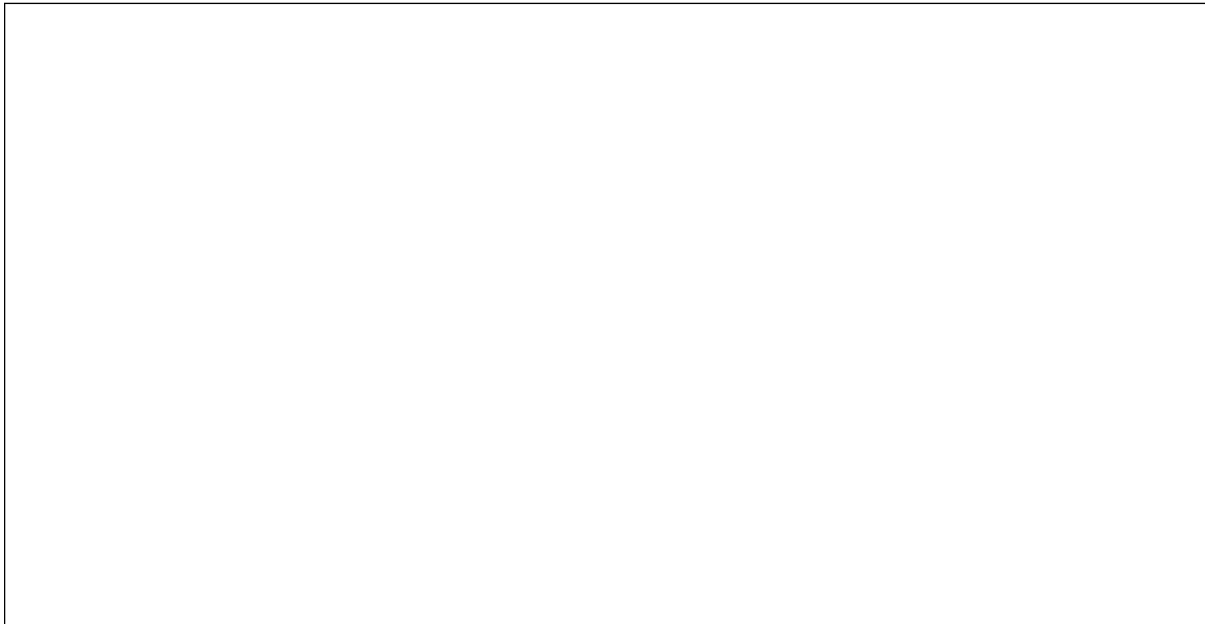
How will you estimate capital investment, operational costs, and projected revenue streams?



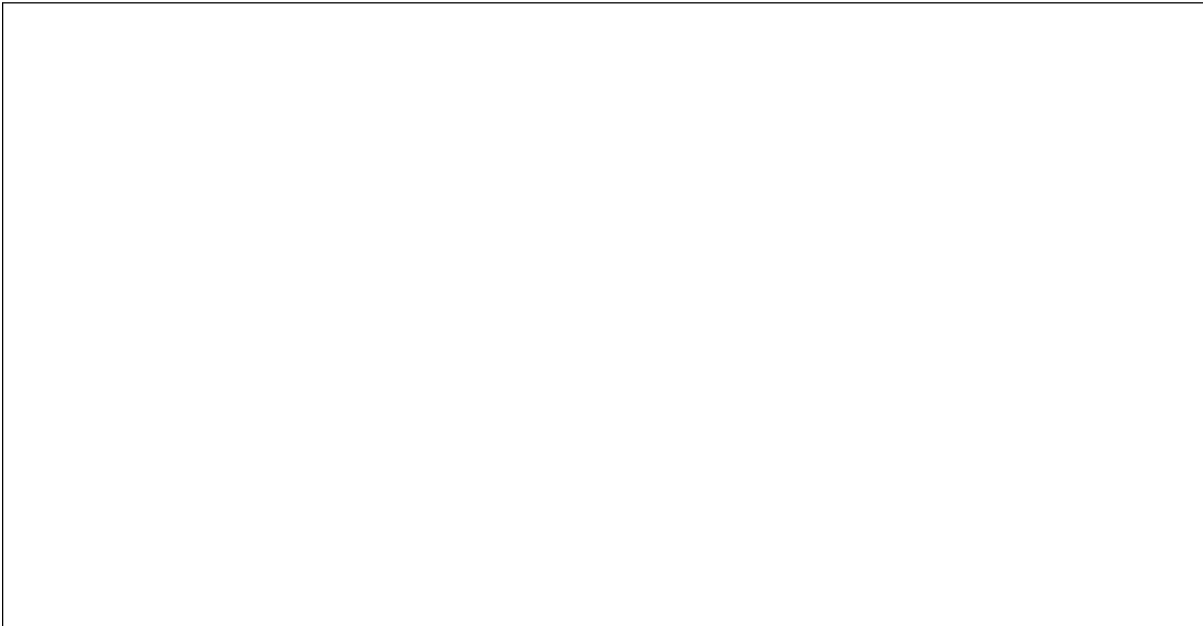
What factors will you consider when determining the financial viability of different operational models?



How will you identify and assess the suitability and viability of different financing and fundraising mechanisms within the context of the Falkland Islands?

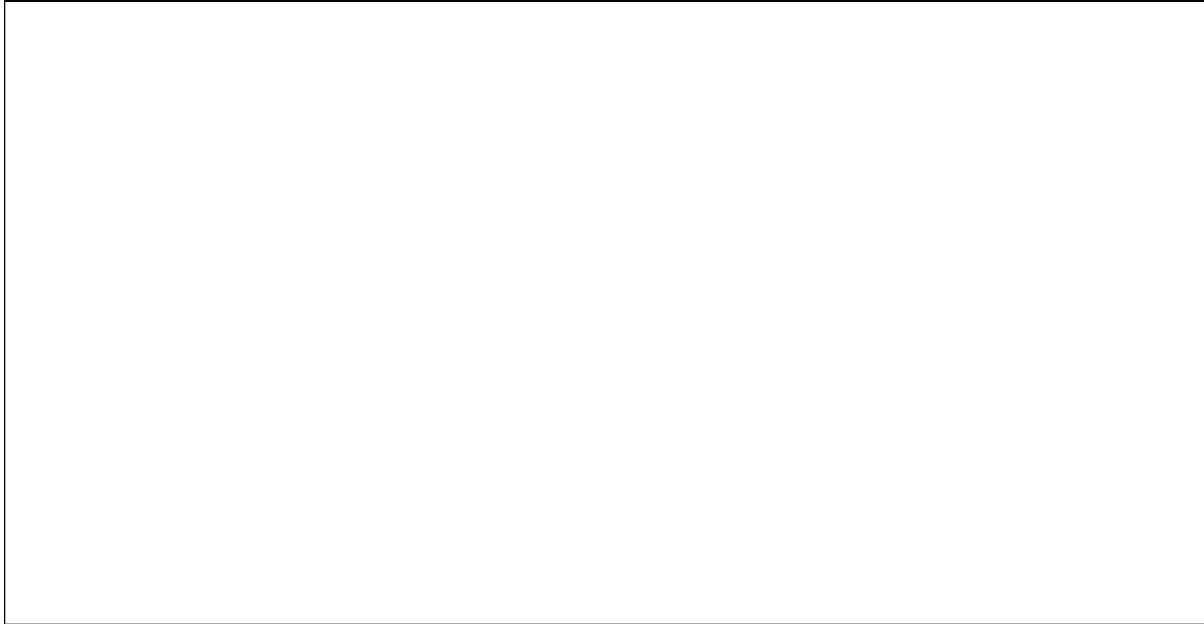


What experience does your team have in assessing and recommending financing and fundraising strategies for marina or coastal development projects?

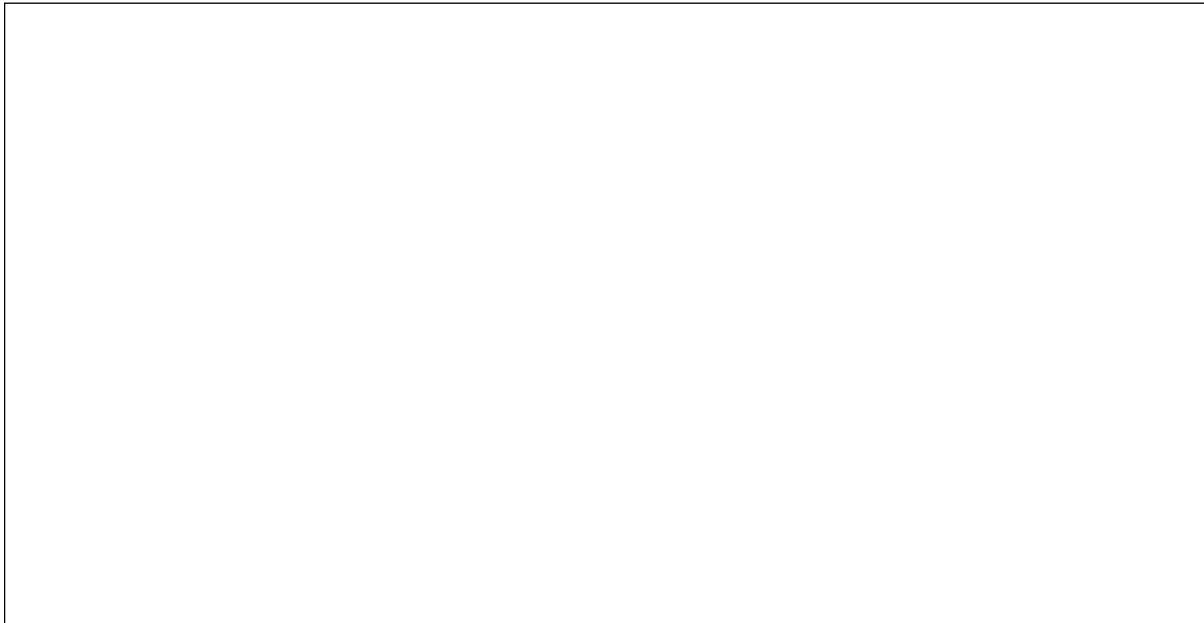


Technical and Infrastructure Feasibility (Max Score [20])

How will you assess the technical feasibility of marina construction in the Falkland Islands and specifically, within Stanley Harbour, including infrastructure needs and engineering challenges?

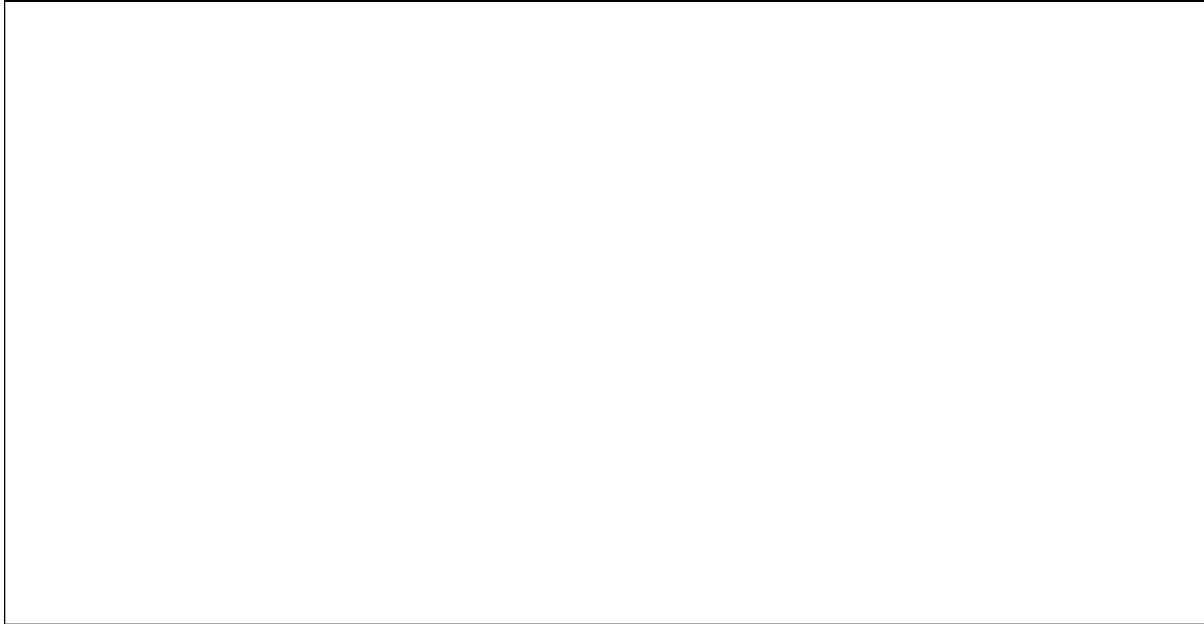


What are the key factors you will evaluate to ensure the marina's resilience to environmental and logistical constraints?

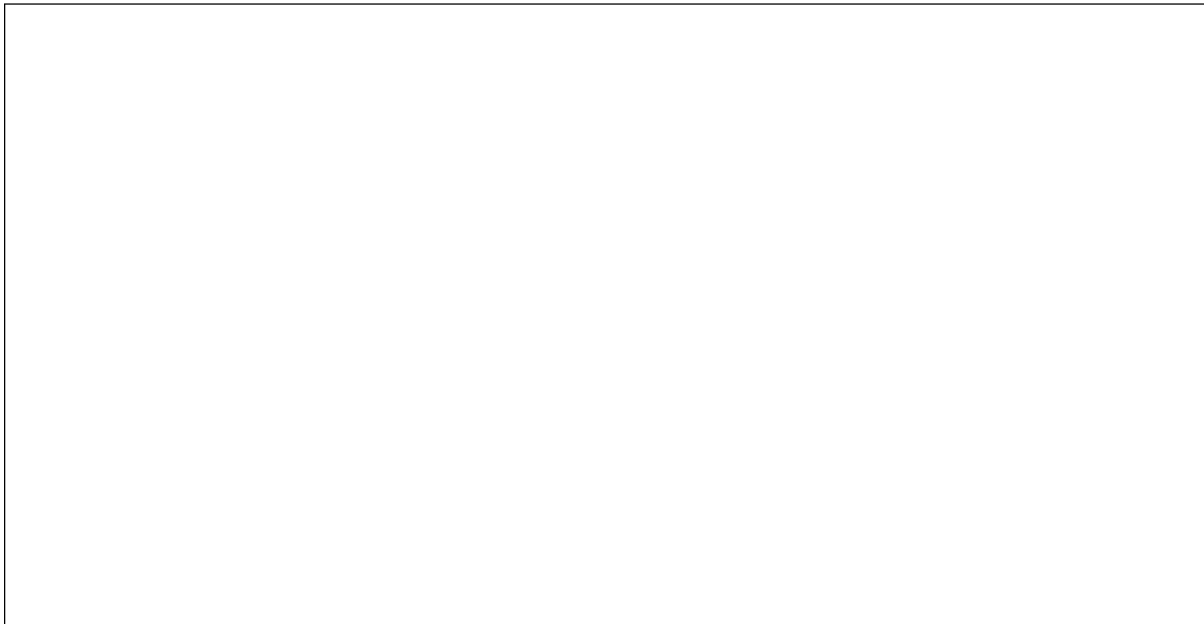


Risk Assessment and Mitigation Strategy (Max Score [10])

What is your approach to identifying and mitigating key project risks, including environmental, security and logistical challenges?



How will you incorporate climate resilience and emergency preparedness into the marina's development strategy?



GRADING SCHEME

For questions score up to 10, responses to quality questions will be scored in line with the following marking scheme:

USING A 0-10 GRADING SCHEME	
0	Unacceptable Response – No information provided, or response does not address the requirement.
1 - 2	Poor Response – The response contains material omissions and / or is supported by limited evidence / examples. Major concerns that the Proposer has the potential to deliver / that they have failed to meet a reasonable standard.
3 - 4	Fair Response – The response contains some omissions and / or is not well supported by evidence / examples. Some concerns about the Proposer's ability to deliver / that they have failed to meet a reasonable standard.
5 - 6	Good Response – There is adequate detail / supporting examples giving a reasonable level of confidence in the Proposer's experience and ability. The Proposer appears to have the potential to deliver as required / has met a reasonable standard and there are only minor concerns about the Proposer's experience.
7 - 8	Very Good Response – The level of detail / supporting examples gives a high level of confidence in the Proposer's experience and ability. The Proposer clearly has the potential to deliver and / or has clearly met an acceptable standard.
9 - 10	Excellent Response – A comprehensive well evidenced submission, clearly demonstrating expertise and knowledge incorporating value added benefits / social value attributes, and other points of innovation. The response is deemed to offer little or no risk and fully captures the understanding of the steps involved to deliver the aspects of the question posed, giving a very high level of confidence in the Proposer's experience and ability.

For questions score up to 20, responses to quality questions will be scored in line with the following marking scheme:

USING A 0-20 GRADING SCHEME	
0 - 5	Unacceptable Response – No information provided, or response does not address the requirement.
6 - 9	Poor Response – The response contains material omissions and / or is supported by limited evidence / examples. Major concerns that the Proposer has the potential to deliver / that they have failed to meet a reasonable standard.
10 - 12	Fair Response – The response contains some omissions and / or is not well supported by evidence / examples. Some concerns about the Proposer’s ability to deliver / that they have failed to meet a reasonable standard.
13 - 15	Good Response – There is adequate detail / supporting examples giving a reasonable level of confidence in the Proposer’s experience and ability. The Proposer appears to have the potential to deliver as required / has met a reasonable standard and there are only minor concerns about the Proposer’s experience.
16 - 18	Very Good Response – The level of detail / supporting examples gives a high level of confidence in the Proposer’s experience and ability. The Proposer clearly has the potential to deliver and / or has clearly met an acceptable standard.
19 - 20	Excellent Response – A comprehensive well evidenced submission, clearly demonstrating expertise and knowledge incorporating value added benefits / social value attributes, and other points of innovation. The response is deemed to offer little or no risk and fully captures the understanding of the steps involved to deliver the aspects of the question posed, giving a very high level of confidence in the Proposer’s experience and ability.

Proposers are advised that in some cases their final mark may not be a whole number, due to the process of averaging marks provided by individual evaluators.

TIE BREAKER

In the event of a tie break or statistical tie break (i.e. where one or more of the highest scoring Proposers has an overall score that is within 0.5% difference), FIDC will award the Contract to the Proposer offering the lowest price.

PROPOSAL EVALUATION PROCESS

The evaluation process will follow the below stages:

Stage 1: Receipt and Opening

Proposals will be opened from the Proposals inbox after the Closing Date.

Stage 2: Compliance Check

Each Proposal will be checked for compliance with the requirements of this RFP. This will include whether the Proposal has met the Conditions of Eligibility and passed a satisfactory assessment in respect of the criterion. Proposals which are not substantially complete, or which are non-compliant with the RFP may be excluded from further participation in the evaluation process or, at FIDC's discretion, Proposers may be asked to provide clarification.

In the case of the latter, a failure by the Proposer to provide a satisfactory response within the deadline specified in the request for clarification may result in disqualification from the evaluation process. FIDC reserves the right to evaluate Proposals before declaring them non-compliant.

Stage 3: Evaluation of Proposal Responses

Responses to Qualification and Quality Questions shall be evaluated in accordance with the published evaluation criteria. Assessment of Qualification responses will include whether the Proposals are compliant with the quality criteria requirement.

Stage 4: Score Review

Review of all responses to evaluation criteria scores as a total out of 100 for all Proposals.

Stage 5: Proposal Evaluation Report and Recommendation

A final evaluation report will be completed, recommending award for sign off in accordance with FIDC governance procedure. No notification of outcome will be possible until this stage is complete.

LEGAL TERMS & CONDITIONS

Conditions of Proposing

FIDC does not undertake to accept the lowest or any Proposal, and reserves the right to accept the whole or any part of any Proposal submitted.

FIDC shall not be under any liability in respect of any expenses or losses that may be incurred by the Proposer in preparation of its Proposal. It is the responsibility of Proposers to obtain for themselves, at their own expense, any additional information necessary for the preparation of their Proposals.

Proposals must remain open for acceptance until full planning consent is obtained.

FIDC may publish the amounts or value of any Proposal or quotation received, and the identity of the Proposer, where appropriate.

The Contract

The duration of the Contract is to be agreed with the winning Proposer, but is expected to be complete within six (6) months of the Contract award.

The Contractual terms required by FIDC are set out upon Contract award.

Proposers may not propose amendments to the Contract. If Proposers wish to seek clarification in relation to any provision of the Contract, they should do so by asking a clarification question and submitting that question in accordance with procurement timetable of this RFP. Proposers should note that responses to clarification questions may be provided to all Proposers.

After confirmation of Contract award to the successful Proposer(s) a binding contract between FIDC and the successful Proposer(s) will be finalised upon the terms and conditions of the Contract award.

Right to Reject

Notwithstanding anything contained in this RFP, FIDC reserves the right to accept or reject any Proposal and to annul the Proposal Evaluation Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection, or annulment, and without assigning any reasons therefor.

FIDC reserves the right to reject any Proposal if:

- at any time, a material misrepresentation is made or discovered, or
- the Proposer does not provide, within the time specified by FIDC, the supplemental information sought by FIDC for evaluation of the Proposal.

Misrepresentation/ improper response by the Proposer may lead to the disqualification of the Proposer. If the Proposer is the Lead Member of a consortium, then the entire consortium may be disqualified / rejected. If such disqualification / rejection occurs after the Proposals have been opened and the highest-ranking Proposer gets disqualified / rejected, then FIDC reserves the right to consider the next best Proposer or take any other measure as may be deemed fit in the sole discretion of FIDC, including annulment of the Proposal Evaluation Process.

Conflict of Interest

This declaration must be completed and signed as part of the Proposal. Proposers will be required to notify The Falkland Islands Development Corporation (FIDC) of any changes to the content of this Declaration as soon as such information becomes available to them.

Any conflict of interest or potential conflict of interest must be fully disclosed to the FIDC as soon as the conflict or potential conflict becomes apparent. In the event of any such conflict or potential conflict the FIDC at its absolute discretion shall decide on the appropriate course of action and the decision of the FIDC will be final and binding in this regard.

A conflict of interest may include any factor, whether arising through personal interest, current or prospective contractual obligations or any other activity or association, which could prejudice your firm and its employees or agenda in the delivery, for the sole benefit of the FIDC, of the service required.

FIDC reserves the right to determine the appropriate course of action with regard to all actual and potential conflicts of interest.

Are you aware of any conflict of interest which might have an impact on your ability to offer / deliver the services in question to FIDC?

Yes No

If Yes, please provide details: