

Request for Proposal
Building Repairs – Design-Build Contract

Taipei Economic & Cultural Representative Office in United States (Buyer) is looking for a qualified Design-Build contractor, or a Licensed Design-Build Home Improvement Provider (Bidder) to perform renovation at the office building located at 4201 Wisconsin Avenue, NW, Washington, DC, USA (the “Premises”). The Bid information and Scope of Work are listed as following:

1. Name of Project: TECRO Office Building Renovation Project
2. Case No. USA10606001
3. The Advertisement Date: June 7, 2017
4. The Bid Open on June 20, 2017 at 5:00pm
5. Work Period: The work shall be completed by October 1, 2017.
6. Estimated Budget: \$55,000. Buyer has tax exempt status.
7. Inspection Report and Photos, dated on 7/27/2016 (the “Report”), will be provided at Bidder’s request
8. Scope of work:
 - I. Bidder shall complete removal, repair, and/or reconstruction of existing sixty-six (66) deficiencies noted on the Report during the inspection of the Premises (the “Work”).
 - II. Bidder shall have it’s structural engineer review the deficiencies identified in the Report, to confirm assessment provided in the Report at the commencement of the Work.
 - III. Bidder shall remove, repair and/or reconstruct, in a workman like fashion, any part of the Premises as identified in the Report. Before completion, Bidder shall repaint any areas covered by the Work to match the colors with adjacent areas, if any.
 - IV. Bidder shall remove and properly dispose of all materials and debris, in the same day, which is necessitated by the Work.
 - V. All necessary removal and reinstallation of any part of the building necessary to accomplish the Work, such as removal and replacement of wiring, wood panel, etc., shall be accomplished without any price increase.
 - VI. Bidder warrants that it possesses all licenses, certifications, and government approvals necessary to the performance of the Work.
 - VII. Bidder shall follow and adhere to all applicable national, state and local laws, codes and regulations, including but not limited to applicable construction codes, EPA and other environmental laws and regulations and all laws and regulations pertaining to disposal of materials and debris.
 - VIII. Bidder shall communicate regularly with the Buyer’s designated representative regarding the progress of the Work, and shall promptly report any issues in writing that may delay the progress of the Work, or that may constitute the basis of a claim against the Buyer.
 - IX. Bidder must prepare construction materials and provide personnel to complete the Work within the Work Period.
 - X. Bidder shall be responsible for the progress of the Work and meet all agreed deadlines and milestones.
 - XI. Buyer’s personnel shall coordinate with Bidder to monitor the Work progress, and Bidder shall follow all Buyer’s reasonable instructions.
 - XII. Bidder shall use the most efficient methods possible for completing the Work.

- XIII. Any damage to the Premises caused by the Bidder shall be repaired immediately and restored in workman like fashion at the expense of the Bidder.
9. The Work is subject to open bid and on a turn-key (design-build) fixed fee basis. After being awarded, the Bidder must provide a design for accomplishing the Work, and the design shall meet the District of Columbia Government's codes and standards and shall be approved by Buyer.
Bidder must follow all national, state and local laws and regulations, and must conduct a site visit before bidding. Buyer shall arrange Bidder's site visit.
10. Before the Work may begin, all appliances, equipment, materials and schedule must be approved by Buyer.
11. Payment: Payment shall be as follows: After signing the Contract, Bidder shall provide a Standby Letter of Credit for 30% of the Total Contract Price, or a Performance Bond of 100% of the Total Contract Price. Buyer will then pay 30% of the Total Contract Price as an advance payment. The remaining balance shall be paid after the inspection and acceptance by Buyer, and upon Bidder's presentation of warranty and certification listed in 12 and 13 below.
12. Warranty: Bidder shall provide a one-year No Dollar Limit (NDL) warranty and necessary repair without charge.
13. Penalty: Liquidated damages for delay in the amount of 0.1% of the price per day, maximum 15%.
14. Miscellaneous:
- A. This case is an open bidding. Bidder's qualification and bid price will be considered together in one step.
 - B. The award will be made on total price basis.
 - C. Bidder must follow all national, state and local construction and other law. If any potential issues arise, Bidder must promptly report to Buyer so that all issues may be resolved.
 - D. Award will be made based on the bid alone, with no pre-award conference. Bidder shall coordinate with Buyer to conduct a site survey. Failure to do so will not allow any increase in the total price after award.
 - E. Site survey. The premises may be inspected by appointment with Buyer's representative, Ms. Sun at (202) 895-1843.
 - F. The Buyer, in its sole discretion, may decide to make no award.