

BBITB66003 – Provision of Unarmed Private Security Services

Pre-bid Meeting Minutes

27th March 2019 – 10 am EST

1. Participants

Nato Gzobava – Operations Manager, UNDP Barbados and OECS
Dwayne Nurse – Procurement Associate, UNDP Barbados and OECS
3 representatives of Pre-registered Security Companies Via Skype for Business

2. Commencement

The Virtual meeting was convened at 10am EST, via Skype for Business. The date and time were noted in the posted Bid document and emailed to all security companies who expressed interest in participation. The Meeting was chaired by Dwayne Nurse, who gave a brief introduction and remarks before opening the floor for any questions by the representatives.

3. Discussions

The following questions were asked, and responses given:

1. Annex 2 – PAHO – Scope of works states man hours 24hrs Monday to Sunday, but it does not stipulate how many officers are needed for that post, can you please provide?

Answer: We will confirm this information with PAHO and post the response in a clarification on the website and on tendering.

2. Annex 1 – UNDP – Is there a stipulation at anyone on site must be shift leader or supervisor?

Answer: As per the TOR requires 1 chief of guards or supervisor to be on site daily.

4. Conclusion

There were no other questions and bidders were reminded that they could submit any additional queries via email by the 1st April 2019 as indicated by bid document. The meeting was concluded at 10:20am EST.