



Cash & Data Centre Project **Audio-visual Systems**

Request for Proposal

October 30, 2026

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1. Purpose and Background

1.1 Purpose

This Request for Proposal (RFP) is being issued by the Central Bank of The Bahamas (the Bank), inviting technical and commercial proposals from qualified bidders for the supply, delivery, installation, programming, commissioning, testing, and warranty of the complete audio-visual (AV) systems for the Bank's Cash & Data Centre project. The Bank will use the information to procure the materials, labour, and services that best meet its needs.

The work shall be executed in full conformance with Specification Section 27 41 00 – Audio-visual Systems, prepared by the Bank's audio-visual consultant, Salter (Project No. 1925-00), and the associated AV ("T" Series) construction drawings (together, the "Contract Documents"). The specification scope is summarised in Section 4.1 of this RFP and is incorporated herein by reference. The Bank has identified the following needs:

- A Complete and Operational AV Installation – Fully installed, programmed, tested, and documented audio-visual systems for building paging, the Restaurant, Meeting Rooms, Gym, and Control Room, together with digital signage and room scheduling displays, delivered as complete, functioning systems suitable for their intended use.
- Standards Compliance – Strict adherence to the ANSI, EIA, IEEE and UL standards referenced in Section 27 41 00, AVIXA/InfoComm published best practices, and AVIXA V202.01 display sizing.
- Long-Term Performance Assurance – Full factory warranties on all equipment supplied through an authorised dealer, plus a minimum one (1) year installation warranty commencing at final acceptance, with optional annual maintenance extensions.
- Quality Documentation – Complete submittals, pin-specific point-to-point shop drawings, Operations & Maintenance manuals, as-built drawings, and control system source code and DSP configuration files as detailed in Section 27 41 00.
- Coordinated Delivery – Seamless coordination with the General Contractor, the Electrical Subcontractor, the structured cabling contractor, and the Owner's IT representative so that the progress of the overall building construction is not delayed.

This RFP sets out the overall scope of the initiative, the governing specifications, the desired outcomes, and the bidder qualifications, bid criteria, and evaluation process.

1.1.1 Vendor Qualifications

The Bank seeks a bidder with a proven track record of delivering professional/commercial audio-visual installations of similar scope and complexity, a demonstrated command of the referenced industry standards and AVIXA best practices,

and the capacity to manage timelines and deliverables within an active construction project. Minimum qualifications include:

- a. A firm specialising in the installation of audio-visual systems in professional/commercial environments, with installers and engineers each having a minimum of five (5) years of documented experience in AV system installation (ref. 27 41 00, 1.6.2.1);
- b. An authorised dealer for all products supplied, having completed all manufacturer training, certification, and specialised requirements prior to installation, and able to offer the full factory warranty on all products provided (ref. 27 41 00, 1.6.2.2);
- c. At least one (1) employee staffed on the project in a supervisory role holding a CTS-D or CTS-I certification from AVIXA/InfoComm International, plus a designated single supervisor with at least five years of documented, recent, similar project experience (ref. 27 41 00, 1.6.2.3, 1.6.3); and
- d. Capability to bond the project in its entirety and provide insurance at the request of the Bank.

1.2 Background

The Central Bank of The Bahamas, established in 1974, has as its mission "to foster an environment of monetary stability conducive to economic development, and to ensure a stable and sound financial system". The Bank is constructing a new Cash & Data Centre and requires that the facility's audio-visual systems be reliable, easy to use, and installed to internationally recognised standards by qualified, manufacturer-authorised installers.

Salter, the Bank's audio-visual consultant, completed the design of the audio-visual systems, with Alexiou & Associates Ltd. as the project architect. Specification Section 27 41 00 – Audio-visual Systems and the AV ("T" Series) Drawings govern the technical requirements of the work described in this RFP.

1.3 Types of Proposals

Bidders may submit only one proposal as the prime bidder. Bidders may collaborate with others who may be included as subcontractors on multiple proposals. The result will be one contract between the Bank and the prime bidder. The prime bidder shall be wholly responsible for meeting the requirements of the RFP, submitting the proposal, and performing the entire contract. The Bank will consider the prime bidder the sole point of contact for all contractual matters, including payment of all charges arising under any contracts.

1.4 Contract Terms

The services requested are anticipated to commence within two to four weeks of contract agreement, subject to coordination with the General Contractor's construction schedule. The contract shall remain in effect through project closeout, the one (1) year workmanship warranty period, and transfer of all equipment warranties and guarantees to the Owner.

1.5 Contract Award

The Bank will award a contract based on the criteria, standards, and weighting set out in this RFP, applied to the total proposal. The Bank will consider each bidder's proposal as a whole, including all materials, labour, equipment, and services proposed; the qualifications of the bidder and any subcontractors; and cost.

2. Schedule of Events and Definition of Terms

2.1 Schedule of Events

The following table sets out the Schedule of Events for this RFP through contract execution. The contract term and work schedule set out herein represent the Bank's best estimate of the schedule to be followed. If any component of this schedule (such as the proposal submission deadline) is delayed, the remainder of the schedule will be adjusted as needed. Attendance at the mandatory pre-bid site visit is a condition of proposal eligibility.

EVENT	DATE	TIME
Request for Proposal Issue Date	October 30, 2026	
Deadline to Execute Non-Disclosure and request Bid Package	November 2, 2026	
Deadline for Submitting Questions	November 6, 2026	4:00 pm (EDT)
Date for Question Responses	On or about November 13, 2026	
Proposal Submission Deadline	November 24, 2026	4:00 pm (EDT)
Shortlisted Vendor Presentations	December 2 – 6, 2026	
Notice of Intent to Award	On or about December 20, 2026	

2.2 Confidentiality and Non-Disclosure Agreement

The contract documents for this Project, including Specification Section 27 41 00 – Audio-visual Systems, the AV (“T” Series) Drawings, and the associated construction drawings, contain commercially and security-sensitive information relating to the Bank’s

Cash & Data Centre. Access to the complete bid package is therefore restricted. Any party wishing to obtain the bid package and participate in this RFP must first execute the Bank's Non-Disclosure Agreement (NDA).

To request the bid package, a prospective bidder must, by the date shown in the Schedule of Events, submit to the Tenders' Committee at tenders@centralbankbahamas.com: (a) a signed copy of the Non-Disclosure Agreement in the form provided by the Bank; and (b) the prequalification information described in Section 2.3. Interested bidders must request and submit the signed NDA before the stated deadline. Upon the Bank's acceptance of a duly executed NDA and satisfactory prequalification information, the Bank will release the complete bid package to the prospective bidder, ordinarily within two (2) business days.

The NDA governs, among other things, that:

- the NDA must be signed by a person authorised to bind the prospective bidder;
- the bid package and all information disclosed under it shall be used solely for the purpose of preparing a proposal in response to this RFP and for no other purpose;
- recipients shall not reproduce, distribute, or disclose the Contract Documents to any third party, except to employees and proposed subcontractors who need the information to prepare the proposal and who are themselves bound by equivalent confidentiality obligations;
- all Contract Documents remain the property of the Bank and, together with all copies, must be returned or destroyed on the Bank's request or if the prospective bidder elects not to submit a proposal; and
- the confidentiality obligations survive the RFP process and any resulting contract.

Execution of the NDA is a condition of receiving the bid package and of proposal eligibility. The Bank will not accept or evaluate a proposal from any party that has not executed the NDA. Execution of the NDA does not oblige the Bank to issue the bid package to, or accept a proposal from, any party, and creates no contractual relationship other than the confidentiality obligations it contains.

2.3 Bidder Prequalification

To ensure that the sensitive Contract Documents are released only to capable, bona fide bidders and to promote an efficient procurement, the Bank will prequalify prospective bidders at the point of requesting the bid package. Together with the signed NDA (Section 2.2), each prospective bidder must submit the following prequalification information:

- Firm profile: legal name, ownership, years in business, and a statement of specialisation in the installation of audio-visual systems in professional/commercial environments.
- Evidence that the firm's installers and engineers each hold a minimum of five (5) years of documented AV installation experience (ref. 27 41 00, 1.6.2.1).
- Evidence of authorised-dealer status for the principal manufacturers of the specified equipment, together with the ability to offer the full factory warranty on all products provided (ref. 27 41 00, 1.6.2.2).
- Evidence that at least one (1) staff member to be assigned to the project in a supervisory role holds a current CTS-D or CTS-I certification from AVIXA/InfoComm (ref. 27 41 00, 1.6.2.3).
- At least two (2) references for comparable professional/commercial AV installations completed within the last five (5) years, at least one of which was completed within the last twelve (12) months (ref. 27 41 00, 1.7.2.3 – 1.7.2.4).
- A statement confirming the ability to bond the project in its entirety and to provide insurance at the Bank's request, supported by a letter of bondability/insurability from a surety or insurer where available.
- A valid Bahamian Business Licence, Tax Compliance Certificate, and National Insurance Board (NIB) certificate; foreign bidders must confirm their ability to comply with these requirements prior to contract award.
- A statement disclosing any actual or potential conflict of interest (ref. Section 3.10).

The prequalification criteria mirror the mandatory minimum requirements set out in Section 5.3.1 (Initial Screening). Prequalification confirms eligibility to receive the bid package and to submit a proposal; it does not shortlist bidders, reduce the information required in the full proposal, or guarantee an award. The Bank reserves the right, in its sole discretion, to decline to issue the bid package to any party that does not satisfy the prequalification criteria, and to request clarification or additional evidence. All prequalification information will be held in confidence in accordance with Section 3.13.

2.4 Definition of Terms

This RFP uses the following terminology:

- "Bidder" refers to any recipient of this RFP who submits a Proposal. All references that would normally use the words Firm, Vendor, Offeror, Respondent, or AV Contractor have been changed to bidder for consistency.
- "The Central Bank", "CBOB", "the Bank", or "Owner" refers to the Central Bank of The Bahamas and includes the related entities who are seeking the services described in this RFP, the Bank's employees, and independent consultants and vendors retained by the Bank for this Project.

- "Consultant" refers to Salter, the Bank's audio-visual design consultant and author of Specification Section 27 41 00 and the AV ("T" Series) Drawings.
- "Architect" refers to Alexiou & Associates Ltd.
- "General Contractor" or "GC" refers to the general contractor engaged by the Bank for the Cash & Data Centre project, with whom the successful bidder shall coordinate all site activities.
- "Contract Documents" refers to this RFP, Specification Section 27 41 00 as summarised in Section 4.1, the AV ("T" Series) drawings and associated construction drawings, all addenda, and the executed contract.
- "Contract" or "Agreement" refers to a signed agreement for the work between the successful bidder and the Bank.
- "Contractor" refers to the bidder selected as the prime bidder as a result of this RFP.
- "Provide" means to furnish and install, complete and ready for the intended use.
- "Project" refers to the objective of the contract, as a whole; the sum total of all elements of the contract.
- "Proposal" refers to the submission from a bidder in response to the RFP for the supply, installation, programming, testing, and warranty of the requested systems.
- "OFE" or "Owner-Furnished Equipment" refers to equipment furnished by the Owner and installed and integrated into the audio-visual systems by the Contractor as shown on the AV Drawings (ref. 27 41 00, 1.1.8, 1.5.13).
- "RFP" refers to this Request for Proposal.
- "Services" refer to labour, resources and materials provided by the Contractor, as required to execute the Agreement.
- "Should" or "desirable" means a requirement having a significant degree of importance to the objectives of the Request for Proposal; "shall" or "must" denotes a mandatory requirement.
- "Subcontractor" refers to the party contracted with the prime bidder to deliver part or all of the work and has no direct contractual relationship with the Bank.
- "Substantial Completion" means the project is sufficiently complete to be utilised for its intended use as stated in Specification Section 27 41 00.
- "Successful" or "winning bidder" means the successful proponent to this Request for Proposal who enters into a written contract with the Bank.

3. Proposal Instructions, Content, and Format

3.1 *Proposal Inquiries*

All inquiries, interpretations, or clarifications, either administrative or technical, regarding this RFP, must be requested by email no later than the date indicated in the Schedule of Events. All non-proprietary written questions will be answered in writing and conveyed to all bidders. Oral statements concerning the meaning or intent of the contents of this RFP by any person are not considered binding. Questions regarding any aspect of this RFP should be sent electronically to:

Tenders' Committee

Central Bank of The Bahamas

Subject Line: **IT202602 Audio-visual Systems Request for Proposals**

Via E-Mail: tenders@centralbankbahamas.com

3.2 *Delivery of Proposal*

Electronic copies of the proposal must be received by November 24, 2026, 4:00 pm EDT. Faxed, hardcopy or oral proposals will not be accepted and could result in disqualification.

A bidder's failure to submit its proposal within the submission timeline will result in disqualification. Late proposals or amendments will not be accepted for evaluation.

All proposals submitted in response to this RFP must consist of a single electronic version of the proposal, including all required attachments (may be separate electronic documents but clearly identified), and be accompanied by a scanned and signed transmittal letter described in Section 3.16.2: Transmittal Letter. The Cost Proposal (Section 3.16.8) must be submitted as a separate electronic document.

3.3 *Mandatory Pre-Bid Site Visit and Examination Conditions*

Prior to bid, bidders are required to attend the mandatory pre-bid site visit at the Cash & Data Centre site on the date shown in the Schedule of Events, to examine the site and evaluate all existing and planned conditions affecting the work (ref. 27 41 00, 1.5.4). Proposals from bidders who did not attend the site visit will be considered nonresponsive and disqualified.

No bill of quantities will be provided. Bidders are solely responsible for deriving all quantities, including cable route lengths, device, display, and loudspeaker counts, and rack fills, from the Contract Documents (drawings and specifications) and their site examination. Bidders must obtain a complete set of Project Drawings and Specifications to determine the full scope of work; where listed quantities differ from those shown on

the drawings, the greater quantity governs and the Consultant must be contacted for clarification (ref. 27 41 00, 2.1.2). Any cause for concern or apparent conflict with the Contract Documents must be brought to the attention of the Bank and the Design Team as soon as practicable, and in any event before the question deadline.

3.4 *Required Review*

Bidders should carefully review this solicitation and the referenced AV specification and drawings for defects and any questionable or objectionable material. The Bank must receive comments on defects and objectionable material at least five (5) days before the proposal opening. This will allow the issuance of any necessary amendments. It will also help prevent the opening of a defective solicitation and the exposure of bidders' proposals, upon which an award could not be made. Protests based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the Bank in writing at least five (5) days before the time set for bid opening.

3.5 *Errors and Omissions*

If, prior to the date fixed for submission of the proposal, a bidder discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP or any of its exhibits, appendices, or referenced specifications, the bidder shall immediately notify the Bank in writing of the error and request a modification or clarification of the document. Modifications may be made by addenda prior to the RFP response deadline. Clarifications will be given by written notice to all active bidders, without disclosing the source of the request. Errors and omissions in the Contract Documents do not relieve the Contractor of responsibility for providing a fully complete, secure, and properly operating system suitable for the intended use.

3.6 *Addenda*

The Bank may modify this RFP, any of its key action dates, or any of its attachments, prior to the date fixed for submission by issuance of a written addendum posted to its website. Addenda will be numbered consecutively as a suffix of the RFP Reference Number.

3.7 *Amendments to Proposals*

Amendments to or withdrawals of proposals will only be allowed if acceptable requests are received prior to the deadline that is set for receipt of proposals. No amendments or withdrawals will be accepted after the deadline, unless they are in response to the Bank's request.

3.8 *Right of Rejection*

Bidders must comply with all of the terms of the RFP and all applicable laws governing the Commonwealth of The Bahamas.

The Bank may reject any proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of the RFP.

The Bank may waive minor informalities that:

- do not affect responsiveness;
- are merely a matter of form or format;
- do not change the relative standing or otherwise prejudice other offers;
- do not change the meaning or scope of the RFP;
- are trivial, negligible, or immaterial in nature;
- do not reflect a material change in the work; and
- do not constitute a substantial reservation against a requirement or provision.

The Bank reserves the right to refrain from making an award if it determines that to be in its best interest.

3.9 *Subcontractors*

Subcontractors may be used to perform work under this contract. If a bidder intends to use subcontractors, the bidder must identify the following in the proposal:

- a. Complete name of the subcontractor;
- b. Complete address of the subcontractor;
- c. Type of work the subcontractor will be performing;
- d. Percentage of work the subcontractor will be providing;
- e. A written statement signed by each proposed subcontractor that clearly verifies that the subcontractor agrees to the terms of this RFP and is committed to rendering the services required by the contract.

N.B. The subcontractor must also comply with Section 3.11: Bidders Certification, as outlined in this document. The substitution of one subcontractor for another may be made only at the Bank's discretion and with the Bank's prior written approval. If subcontractors are used, the prime bidder retains full responsibility for the complete delivery of all requirements of this RFP.

3.10 Conflict of Interest

Each proposal shall include a statement in the transmittal letter indicating whether the bidder or any individual working on the contract has a potential conflict of interest (e.g., employment with the Bank) and, if so, the nature of that conflict. The Bank reserves the right to cancel the award if any interest disclosed from any source could create the appearance of a conflict or give rise to speculation about the integrity of the bidder's work. The Bank's determination on any question of conflict of interest shall be final.

3.11 Bidders Certification

By signature on the proposal, bidders certify that they comply with:

- a. the laws of the Commonwealth of The Bahamas (including National Insurance Board (NIB) certificate, Value Added Tax (VAT) compliance and a valid Business License);
- b. all terms and conditions set out in this RFP and the referenced AV specification and drawings;
- c. a condition that the proposal submitted was independently arrived at, without collusion, under penalty of perjury; and
- d. the requirement that the offers will remain open and valid for at least ninety (90) days.

If a bidder fails to comply with [a] through [d] of this paragraph, the Bank reserves the right to disregard the proposal, terminate the contract, or consider the contractor in default.

3.12 Non-collusion

The bidder's signature on a proposal submitted in response to this RFP guarantees that the prices, terms and conditions, and services quoted have been established without collusion with other bidders and without effort to preclude the Bank from obtaining the best possible competitive proposal.

3.13 Disclosure of Proposal Content

All proposals and other material submitted become the property of the Bank and may be returned only at the Bank's option. All proposal information, including detailed pricing and cost information, will be held in confidence during the evaluation process and prior to the issue of a Notice of Intent to Award.

Trade secrets and other proprietary data contained in proposals may be held confidential if the bidder requests, in writing, that the Bank do so, and if the Bank officer agrees, in writing, to do so. Material considered confidential by the bidder must be

clearly identified, and the bidder must include a brief statement explaining the reasons for its confidentiality.

3.14 Samples, Mock-ups and Demonstrations

The Bank reserves the right to require a bidder to submit product samples and cut sheets for proposed displays, loudspeakers, touch panels, and racks, and/or to demonstrate comparable installed work, prior to award. All costs associated with samples or demonstrations shall be borne entirely by the bidder.

3.15 Proposal Format

Vendors must organise their proposals in the following format:

1. Cover Page
2. Transmittal Letter
3. Table of Contents
4. Executive Summary (concise overview of solution proposed)
5. Introduction, Bidder's Background, Experience and References
6. Technical Response, Methodology and Implementation Approach (including a point-by-point response to Section 4: Scope of Work and the compliance matrices in Appendices B and C)
7. Cost Proposal
8. Draft contract with the proposal based on information in the RFP
9. Copy of valid Tax Compliance Certificate
10. Copy of current Business License
11. Attachments

The bidder must provide a point-by-point technical response confirming compliance with, or taking exception to, any or all sections of this RFP and the referenced specifications, and include sufficient information to enable the Bank to evaluate the proposal. Any deviations or exceptions to the Bank's requirements, including proposed equipment substitutions under 27 41 00, 2.1.1 and 1.7.3.2, should be clearly noted. Incomplete proposals or those that do not comply with the Bank's stated requirements may be eliminated from the selection process at the Bank's discretion.

3.16 Proposal Content

Proposals **must** contain the following:

3.16.1 Cover Page

The first page of the bidder's proposal must be a cover page containing the following text:

CENTRAL BANK OF THE BAHAMAS
INFORMATION TECHNOLOGY DEPARTMENT
RESPONSE TO RFP No. IT202602 Audio-visual Systems Request for
Proposals

The cover page must also include the bidder's name, contact person, contact telephone number, address, bank, state, country, zip code, and e-mail address.

3.16.2 Transmittal Letter

The bidder must submit a signed transmittal letter with its response, including the items below.

- a. Bidder's legal name and any other name under which the bidder does business; mailing address; street address (for courier mail services); name and title of individual who will sign the contract; name and title of the bidder contact person (if different); and for each key person: direct telephone number, fax number, and e-mail address;
- b. A statement that the individual who signs the transmittal letter is authorised to commit the bidder;
- c. A statement that the proposal is effective for a period of **ninety (90) days**;
- d. A guarantee that prices quoted in the proposal were established without collusion with other bidders and without effort to preclude the Bank from obtaining the best possible competitive price;
- e. Acknowledgement that the bidder has read this RFP, the referenced AV specification and drawings, and subsequent amendments;
- f. Confirmation of attendance at the mandatory pre-bid site visit;
- g. A statement indicating whether or not the bidder or any individual working on the contract has a possible conflict of interest;
- h. A statement identifying all subcontractor and joint venture partners.

3.16.3 Table of Contents

The bidder must provide a table of contents with corresponding page numbers related to its proposal.

3.16.4 Executive Summary

The Executive Summary, which must not exceed five (5) pages, must provide a concise overview of the bidder's proposed solution and services, but must exclude pricing information. Bidders are encouraged to highlight the factors they believe distinguish their proposals from those of their competitors.

3.16.5 Introduction, Bidder Background, Experience and References

The bidder must provide an introduction, the bidder's background, and details of the organisation's experience in delivering similar audio-visual installations. As the Bank will evaluate the qualifications of key staff proposed by the bidder, this section should include:

- a. Proposed team organisation and the designation and identification of key staff, including the designated project supervisor and the CTS-D/CTS-I certified supervisory employee (ref. 27 41 00, 1.6.2 – 1.6.3);
- b. Qualification of the candidate for project manager;
- c. Qualifications of installers and engineers, each with a minimum of five years of documented AV installation experience (ref. 27 41 00, 1.6.2.1);
- d. Evidence of authorised-dealer status for all products proposed, and completion of manufacturer training and certification requirements (ref. 27 41 00, 1.6.2.2, 1.7.2.2); and
- e. References: a related project list including project name and location, description of the project, contract amount, and reference contact details, with at least one related project completed within the last 12 months; the proposed project supervisor must have completed at least one installation in the past 12 months (ref. 27 41 00, 1.7.2.3 – 1.7.2.4).

3.16.6 Proposed Solution

The bidder must describe its proposed approach up to and including the following:

- a. Confirmation of the specified equipment per Part 2 of Section 27 41 00, or clearly identified substitutions that meet or improve upon the performance and functional characteristics of the listed material, with supporting cut sheets (ref. 27 41 00, 2.1.1);
- b. Narrative describing the installation methodology for each system and space: building paging, Restaurant, Meeting Rooms, Gym, Control Room, digital signage, and room scheduling displays;
- c. Testing and commissioning approach, including preliminary testing and adjustment, video and audio performance verification, and support of the Consultant's acceptance testing (ref. 27 41 00, 3.6 – 3.7);
- d. Control system and GUI approach, including coordination of the agreed-upon interface with the Owner and Consultant, programming methodology, and delivery of source code and DSP configuration files (ref. 27 41 00, 1.5.17, 3.4.3);
- e. Approach to networked AV (AV LAN, DANTE LAN, CONTROL LAN cabling) and coordination with the Owner's IT representative (ref. 27 41 00, 1.5.3, 1.5.18);

- f. Quality assurance, site observation readiness, and safety plan;
- g. Confirmed ability to conform to the requirements in Appendices B and C and the related specification sections, or clearly articulated proposed alternatives.

3.16.7 Implementation Approach and Work Plan

Bidders are required to describe their proposed implementation approach, clearly identifying each phase, the proposed timeline, and the roles and responsibilities to be performed by the bidder, the Bank, the General Contractor, and the Electrical Subcontractor. The bidder should clearly indicate the coordination requirements needed to meet the proposed schedule and:

- a. Describe your project management methodology and approach to ensure a successful installation within an active construction site, including attendance at project coordination meetings;
- b. Provide a project organisation chart highlighting the key staff who will be assigned to the project. Provide names, resumes, and certifications for the project manager, the designated supervisor, the CTS-D/CTS-I certified employee, and other key assigned resources;
- c. Provide a detailed work plan and construction schedule with hard dates for completion of rough-in coordination, cable installation, device and rack installation, programming, commissioning, testing, and closeout, aligned to the General Contractor's programme;
- d. Describe your submittal plan (equipment list, substitutions, pin-specific point-to-point shop drawings, custom fabrication drawings) and the time required to produce them (ref. 27 41 00, 1.7.3, 3.2.2);
- e. Describe your approach to phasing, continuity of services, premium time, and maintaining building operations where applicable;
- f. Describe your testing and acceptance plan, including preliminary testing and adjustment, the preliminary test report and as-built wiring diagrams, and support for the Consultant's acceptance testing (ref. 27 41 00, 3.7);
- g. Describe your training methodology and approach, noting that training occurs only after final acceptance (ref. 27 41 00, 3.9); and
- h. Describe your closeout process: O&M manuals, as-built CAD drawings, source code and configuration files, warranty transfer, and punch-walk procedures (ref. 27 41 00, 1.5.10 – 1.5.12, 3.8).

3.16.8 Cost Proposal

As indicated in Section 3.2: Delivery of Proposal, the Cost Proposal must be separated from the remainder of the RFP response documents. The Bank seeks a clear and comprehensive understanding of all costs associated with the acquisition, implementation and ongoing maintenance of the proposed solution. In this section, bidders must itemise all costs, including all shipping and taxes (e.g.

Value Added Taxes and duties). In addition to a detailed cost breakdown, a three-year Total Cost of Ownership worksheet must be completed as part of the cost proposal. A sample of the worksheet can be found in Appendix A: Pricing Worksheet.

3.16.9 Contract Payment Details

This section should outline, among other things specific to your firm, the following terms and conditions (for further details, see [Appendix A: Pricing Worksheet](#) and Section 7):

1. Total contract sum (inclusive of all taxes and charges)
2. Mobilisation deposit
3. Monthly progress payments against certified work in place
4. Final payment
5. Retention terms (see Section 7.5)

4. Scope of Work

4.1 Scope

The scope of work consists of furnishing all labour, equipment, materials, supplies, and services, and performing all operations necessary to provide complete, programmed, tested, and operating audio-visual systems for the Cash & Data Centre, in strict accordance with Salter Specification Section 27 41 00 – Audio-visual Systems (Project No. 1925-00) and the associated AV (“T” Series) Drawings, summarised below. Any item listed in the specification or shown on the drawings is to be included in this scope of work; items specifically indicated on the drawings as “Not in Contract” are not to be provided (ref. 27 41 00, 1.5.1).

Section	Title	Summary of Work
27 41 00, 1.2.4.1 / 1.4.5	Building Paging	Zoned paging loudspeakers serving common areas and entrances per the AV Drawings; zone configuration coordinated with the Owner; desktop paging microphone with building-wide and individual-zone paging.
27 41 00, 1.2.4.2	Restaurant	Complete audio-visual system for the Restaurant per the specification and AV Drawings, including displays, audio, sources, and control.
27 41 00, 1.2.4.3 / 1.3.2	Meeting Rooms	Displays and software-based video-conferencing support with permanently mounted USB peripherals (cameras 1080P or greater, microphones); no more than two user connections (single HDMI for video and single

		USB for audio/camera), with a single USB-C connection used where practical.
27 41 00, 1.2.4.4	Gym	Complete audio-visual system for the Gym per the specification and AV Drawings.
27 41 00, 1.4.5	Control Room	Video wall with processor (single source routable across the array), HDMI input at each operator workstation, equipment rack in the MDF housing transmitters, processors and six Owner-furnished computers, desktop paging microphone, and ceiling loudspeakers for TV content. Add Alternate (priced separately): video conferencing via beam-forming ceiling microphone arrays, PTZ camera, and Owner-furnished codec/computer.
27 41 00, 1.3.3	Digital Signage	Digital signage displays in the Secure Lobbies and Circulation Lobby, each with a single media player connected to an Owner-managed centralised content server; display on/off and content scheduling managed centrally via the building-wide AV control system.
27 41 00, 1.3.4	Room Scheduling Displays	Room scheduling displays at locations shown on the AV Drawings, centrally managed, with colours of publicly visible devices confirmed with the Architect.
27 41 00, 1.5.17 / 3.4.3	Control Systems and GUI	Agreed-upon graphical user interface for all touch-screen interfaces, uniform in look, feel, and functionality; control system and DSP programming; IP-based system status notification coordinated with the Owner; all source code and configuration files delivered to the Owner at acceptance.
27 41 00, 1.5.18	AV Network Cabling	All cabling labelled "AV LAN", "DANTE LAN", and "CONTROL LAN" on the functional diagrams; appropriately sized patch cables to connect "OWNER LAN" data outlets (provided by others) to AV equipment.
27 41 00, Part 3	Testing, Documentation and Training	Preliminary testing and adjustment; acceptance testing with the Consultant; bound as-built documentation and Operations & Maintenance manuals; source code and DSP configuration files; and system operation training delivered after final acceptance.

Work provided by others, with which the Contractor shall coordinate, includes (without limitation): conduit, pull boxes, junction boxes and other cable pathway devices, and projection screens, lifts, and mounting hardware integrated into walls, floors, or ceilings, which may be provided under other divisions (ref. 27 41 00, 1.2.2); the structured

cabling plant provided under RFP No. IT202601 (Low Voltage Structured Cabling), which is specifically excluded from this RFP and is being procured under a separate solicitation; and “OWNER LAN” network infrastructure provided by the Owner. Bidders shall verify the division of scope with the General Contractor prior to bidding.

In general, the successful bidder will be expected to:

- Furnish and install complete and functioning audio-visual systems, including cabling, receptacle plates, loudspeakers, and electronic devices, with all components, interconnections, transducers, labour, and services required (ref. 27 41 00, 1.5.1);
- Provide qualified project management, a designated single supervisor, CTS-certified supervision, and engineering oversight by a qualified engineer approved by the Owner, for the duration of the project;
- Prepare and maintain all submittals and pin-specific shop drawings, coordinate the control system GUI with the Owner and Consultant, and attend all required project coordination meetings;
- Conduct preliminary testing and adjustment, participate in the Consultant's acceptance testing, and perform final adjustments as required to meet the specification (ref. 27 41 00, 3.2.7, 3.7);
- Deliver bound as-built documentation, Operations & Maintenance manuals, and all control system source code and DSP configuration files (ref. 27 41 00, 1.5.12, 3.8);
- Provide system operation training after final acceptance, furnishing a complete O&M manual to each participant (ref. 27 41 00, 3.9);
- Transfer all warranties and equipment guarantees to the Owner at acceptance, and provide the installation warranty commencing at final acceptance, together with optional maintenance extension pricing (ref. 27 41 00, 1.6.4, 3.2.8); and
- Provide dedicated support and prompt punch-list completion through final acceptance.

4.2 Solution Delivery

The work will be performed within an active construction project and must be sequenced with the General Contractor's programme so that progress of the entire building construction, including all other trades, is not delayed or interfered with. The Bank envisages the following initial milestones that will be further developed and agreed with the selected bidder and the General Contractor. Bidders shall propose durations for each milestone in their work plan.

No.	Milestone	Indicative Timing
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1	Contract award; kick-off / pre-construction meeting; coordination with the General Contractor and the structured cabling contractor	Week 1
2	Bid/construction submittals: equipment list, dealer certifications, supervisor resume, itemised equipment cost basis, and optional maintenance pricing (ref. 27 41 00, 1.7)	Weeks 1 – 4
3	Shop drawings: pin-specific point-to-point wiring diagrams, rack elevations, custom fabrication drawings (at least 15 days prior to fabrication), and mounting details (ref. 27 41 00, 1.7.3, 3.2.2)	Weeks 2 – 6
4	Mobilisation; rough-in coordination with the GC and Electrical Subcontractor for pathways, boxes, power, and mounting infrastructure	Per GC programme
5	Cable installation, device mounting, and equipment rack build-out	Per GC programme
6	Control system and DSP programming; GUI development and Owner review; system commissioning	Per GC programme
7	Preliminary testing, adjustment and report; acceptance testing with the Consultant (technician provided for two 8-hour days) (ref. 27 41 00, 3.7)	Per GC programme
8	Punch list completion, O&M manuals, as-builts, configuration files, training (after final acceptance), warranty transfer	Final acceptance + 2 weeks

Demolition or removal of any existing systems being replaced (if applicable) will take place only after the new or replacement system is completely installed, operational, tested and accepted.

5. Evaluation Criteria and Vendor Selection

5.1 Proposal Evaluation Weightings

Proposals will be evaluated based on the following weights (100%):

- Technical Proposal – 80%
- Solution Cost – 20%

The Technical Proposal will be evaluated based on the following attributes.

Attribute	Weight
Adherence to RFP submission requirements (including mandatory site visit).	5

Technical compliance with Specification Section 27 41 00, including proposed equipment, installation methodology, programming and commissioning approach, and warranty delivery.	25
Relevant knowledge, experience and qualification of firm and team members (CTS-D/CTS-I certification, designated supervisor, authorised-dealer status), including established record of success in similar projects.	15
Bidder and project references.	15
Implementation methodology, coordination approach, and work plan.	15
Proposed schedule and ability to align with the General Contractor's programme.	10
Training, documentation, service, support, product warranty and maintenance.	15

The bidder with the highest combined total points will be selected.

5.2 Rating and Scoring

Proposals will be evaluated and ranked according to the outline below. The evaluation will be based on a 0 to 10 scale. The score for each criterion will be calculated by multiplying the criterion's weight by its rating. The sum of all scores will be the total score.

Rating	Description
10	Exceeds expectations; Proposal clearly addresses and exceeds requirements, excellent probability of success.
8	Somewhat exceeds expectations; Proposal addresses all requirements, very good probability of success.
6	Meets expectations; Proposal addresses basic requirements, good probability of success.
4	Somewhat meets expectations; minor weakness or deficiencies, Proposal partially addresses requirements, fair probability of success.
2	Does not meet expectations or demonstrate understanding of the requirements, low probability of success.
0	Lack of response or complete misunderstanding of the requirements, no probability of success.

5.3 Planned Evaluation Steps

The Bank plans to use the following multi-tiered process:

- Initial screening; see [Section 5.3.1](#).
- Preliminary evaluation of the written proposals and reference checks.
- Final evaluation of proposals.

- Vendor shortlisting.
- Vendor presentations.
- Final vendor selection.

5.3.1 Initial Screening

The Bank will conduct an initial screening step to verify bidder compliance with submission requirements. A proposal that fails to satisfy the minimum standards shall be considered nonresponsive and disqualified from the proposal evaluation process. Bidders must meet all the mandatory minimum requirements in this section by providing a written, affirmative response to each of the criteria stated below.

- a. By submitting a response, the prime bidder accepts the terms of this request for proposal.
- b. The prime bidder attended the mandatory pre-bid site visit.
- c. The prime bidder is duly licensed in the jurisdiction where the work will be performed and holds a valid Business License, Tax Compliance Certificate, and NIB certificate.
- d. The prime bidder has a minimum of five (5) years of experience installing professional/commercial audio-visual systems, with installers and engineers individually meeting this requirement.
- e. The prime bidder is an authorised dealer for all products proposed and offers the full factory warranty on all products provided.
- f. The prime bidder has the capability to bond the project in its entirety and to provide insurance at the request of the Bank.
- g. The prime bidder will ensure that adequate and expert staffing, including a designated supervisor and a CTS-D/CTS-I certified supervisory employee, is assigned for the duration of the project.

5.3.2 Evaluation of Written Proposals

The Bank will establish a Proposal Evaluation Committee composed of Bank employees and inclusive of subject matter experts (which may include the Consultant) to evaluate proposals received in response to this RFP.

5.3.3 Final Evaluation

The Bank will conduct final evaluations as the culmination of the entire process of reviewing bidder proposals and gathering information.

5.4 Proposal Evaluation

In evaluating the proposals submitted, the Bank will apply the "Best Value" standard based on the criteria and standards contained in this RFP, the weightings listed in Section 5.1 above, and the considerations listed below. The purchase price is not the sole criterion used in the evaluation process. Any award resulting from this RFP will be made to the vendor whose offer conforms to the RFP and is determined, in the Bank's sole judgment, to be the most advantageous, or of "best value", to the Bank.

1. The quality and range of services the bidder proposes to provide.
2. The extent to which the goods or services meet the Bank's needs and the Division 27 specifications.
3. The bidder's overall experience, reputation, expertise, stability and financial responsibility.
4. The bidder's past relationship with the Bank, if any.
5. The experience, qualifications, and industry certifications of the staff that will be assigned to the project (CTS-D/CTS-I, authorised-dealer status, manufacturer training).
6. The ability to provide service in an expedient and efficient manner within the construction programme.
7. Quality of proposed submittals, documentation, and test reporting.
8. Bidder's financial terms offered to the Bank.
9. The training options available and the supported delivery formats.
10. The total, long-term cost to the Bank, including warranty coverage and optional maintenance.
11. The ability to demonstrate how the work will meet the requirements outlined.
12. Warranty response commitments (48-hour defect response) and Service Level Agreement, if applicable.
13. Any other relevant factor that the Bank would consider in selecting a supplier.

Reference checks will be used to refine and finalise preliminary scores.

5.4.1 Converting Costs to Points

The lowest-cost proposal will receive the maximum number of points allocated to cost. The cost point allocations in the other proposals will be determined using the methodology set out below. In the generic example below, cost is weighted at 25 percent (25%) of the overall total score.

Example - Formula Used to Convert Cost to Points

[STEP 1] - List all proposal prices

- Bidder #1 - \$140,000
- Bidder #2 - \$142,750
- Bidder #3 - \$147,500

[STEP 2] - Convert cost to points using this formula.

$$\frac{[(\text{Price of Lowest Bidder}) \times (\text{Maximum Points for Cost})]}{(\text{Cost of Each Bidder Proposal})} = \text{POINTS}$$

The RFP allotted 25% (25 points) of the total of 100 points for evaluation.

Bidder #1 receives 25 points. The reason they receive that amount is because the lowest cost proposal, in this case \$140,000, receives the maximum number of points allocated to cost, 25 points.

Bidder #2 receives 24.52 points, i.e., $\$140,000 \times 25 = 2,800,000 \div \$142,750$

Bidder #3 receives 23.73 points, i.e., $\$140,000 \times 25 = 2,800,000 \div \$147,500$

6. Standard Proposal Information

6.1 Assignment

The contractor may not transfer or assign any portion of the contract without the Bank's prior written approval.

6.2 Disputes

Any dispute arising out of this agreement will be resolved under the laws of the Commonwealth of The Bahamas. Any appeal of an administrative order or any original action to enforce any provision of this agreement or to obtain relief from or remedy in connection with this agreement may be brought only in the Supreme Court for the Commonwealth of The Bahamas.

6.3 Severability

If any provision of the contract or agreement is declared by a court to be illegal or in conflict with any law, the validity of the remaining terms and provisions will not be affected; and the rights and obligations of the parties will be construed and enforced as if the contract did not contain the particular provision held invalid.

6.4 Supplemental Terms and Conditions

Proposals must comply with Section 3.8: Right of Rejection. However, if the Bank fails to identify or detect supplemental terms or conditions that conflict with those contained

in this RFP or that diminish the Bank's rights under any contract resulting from the RFP, the term(s) or condition(s) will be considered null and void. After award of contract:

- a. If conflict arises between a supplemental term or condition included in the proposal and a term or condition of the RFP, the term or condition of the RFP will prevail.
- b. If the Bank's rights would be diminished as a result of application of a supplemental term or condition included in the proposal, the supplemental term or condition will be considered null and void.

6.5 Clarification of Offers

To determine if a proposal is reasonably susceptible for award, communications to clarify uncertainties or eliminate confusion concerning the contents of a proposal are permitted between the Bank or the Proposal Evaluation Committee and a bidder. Clarifications may not result in a material or substantive change to the proposal. The evaluation by the Bank or the Proposal Evaluation Committee may be adjusted as a result of a clarification under this section.

6.6 Discussion with Bidders

The Bank may hold discussions with bidders to ensure a full understanding of the RFP and proposal requirements. These discussions will be limited to specific sections of the RFP or proposal identified by the Bank. They will be held only with bidders who have submitted a proposal deemed reasonably susceptible to award by the Bank. If held, discussions will take place after the Proposal Evaluation Committee's initial evaluation of proposals. If modifications are made as a result of these discussions, they will be put in writing. Following discussions, the Bank may set a deadline for best-and-final proposal submissions from bidders with whom discussions were held. Proposals may be re-evaluated upon receipt of best-and-final proposal submissions. If a bidder does not submit a best-and-final proposal or a notice of withdrawal, the bidder's immediately preceding proposal is considered the bidder's best-and-final proposal. Any oral modification of a proposal must be made in writing by the bidder. Bidders with a disability who need accommodation should contact the Bank before the date set for discussions so that reasonable accommodation can be provided.

6.7 F.O.B. Point

All goods purchased through this contract will be F.O.B. final destination. Unless specifically stated otherwise, all prices offered must include the delivery costs, inclusive of all taxes, shipping and duties, to the Cash & Data Centre project site, Nassau, The Bahamas. The Bank will not be responsible for storage fees prior to installation. On-site delivery, storage, and protection of materials shall comply with manufacturer

recommendations, and the Contractor remains responsible for all materials, tools and vehicles left on the job site.

6.8 Contract Negotiation

After final evaluation, the Bank may negotiate with the bidder of the highest-ranked proposal. Negotiations, if held, shall be within the scope of the request for proposal and limited to those items which would not have an effect on the ranking of proposals. If the highest-ranked bidder fails to provide necessary information for negotiations in a timely manner, or fails to negotiate in good faith, the Bank may terminate negotiations and negotiate with the bidder of the next highest-ranked proposal. If contract negotiations are commenced, they may be held at the Bank's main office in Nassau, The Bahamas. If the contract negotiations take place in Nassau, The Bahamas, the bidder will be responsible for their own travel and per diem expenses.

6.9 Failure to Negotiate

If the selected bidder:

- a. fails to provide information required to begin negotiations in a timely manner.
- b. fails to negotiate in good faith.
- c. indicates they cannot perform the contract within the budgeted funds available for the project.
- d. and the Bank, after a good faith effort, simply cannot come to terms,

then the Bank may terminate negotiations with the bidder initially selected and commence negotiations with the next highest-ranked bidder.

6.10 Notice of Intent to Award

After the completion of contract negotiation, the Bank will issue a written Notice of Intent to Award (NIA) to the successful and send copies to all bidders. The NIA will set out the names of all bidders and identify the proposal and supplier selected for award.

7. Standard Contract Information

7.1 Contract Approval

This RFP does not, by itself, obligate the Bank. The Bank's obligation will commence when the Governor of the Central Bank, or the Governor's designee, approves the contract in accordance with internal procedures. Upon written notice to the Contractor, the Bank may set a different start date for the contract. The Bank will not be responsible for any work performed by the Contractor, even if done in good faith, if it occurs before the Bank's set contract start date.

7.2 *Proposals as Part of the Contract*

The RFP, the referenced AV specification and drawings, and the successful proposal may be incorporated into the contract agreement.

7.3 *Additional Terms and Conditions*

The Bank reserves the right to add terms and conditions during contract negotiations. These terms and conditions will be within the scope of the RFP and will not affect the proposal evaluations.

7.4 *Proposed Payment Procedures*

The Bank will make payments based on a negotiated payment schedule tied to certified progress of the work (e.g., monthly applications for payment against work in place and materials delivered, verified by the Bank's project manager and, where applicable, the Consultant). The agreed payment terms will be final, and no amendments to them are permissible. Each billing must include an invoice and a progress report. The bidder must include all costs, including travel and living expenses incurred during the project life cycle, as part of the contract sum, and the Bank will not bear any additional costs for these. Payment will be made only after the Bank's project manager approves the progress report and invoice. The Bank will not pay in full for materials or services until they are received and installed, except that payment for materials properly delivered to and stored at the site may be considered at the Bank's discretion.

7.5 *Retainer*

A retention of ten per cent (10%) will be withheld from every progress payment made to the Contractor under this contract. Fifty per cent (50%) of the accumulated retention will be released upon substantial completion, delivery of all test results and closeout documentation, and acceptance of the punch list; the remaining fifty percent (50%) will be released upon expiry of the twelve (12) month workmanship warranty (defects liability) period and correction of all warranty defects, as defined in the final contract.

7.6 *Contract Payment*

No payment will be made until the contract is approved by the Governor of the Central Bank or the Governor's designee. Under no circumstances will the Bank be liable for any interest charges on the contract cost.

The Bank is not responsible for and will not pay taxes. All costs associated with the contract must be stated in Bahamian currency.

7.7 Contract Personnel

Any change to the project team members named in the proposal, including the designated supervisor and CTS-certified staff, must be approved in writing by the Bank's project manager at least two weeks in advance. Replacement personnel must hold equivalent or higher certifications. Personnel changes not approved by the Bank may be grounds for the Bank to terminate the contract.

7.8 Inspection and Modification

The Contractor is responsible for completing all work set out in the contract. All work is subject to inspection, evaluation, and approval by the Bank's project manager, the Consultant, and the Architect, including random site observations. The Contractor shall notify the Architect ten (10) working days before closing in work behind walls, raised access floors, ceilings, etc., so the installed work can be observed before it is concealed. The Bank may employ all reasonable means to ensure that the work is progressing and being performed in compliance with the contract. If the Bank's project manager determine that corrections or modifications are necessary to achieve its intent, the Bank's project manager may direct the Contractor to make such changes. The Contractor will not unreasonably withhold such changes. A substantial failure by the Contractor to perform the contract may cause the Bank to terminate the contract. In this event, the Bank may require the Contractor to reimburse monies paid by the Bank (based on the identified portion of unacceptable work received) and may seek associated damages. Any equipment or cabling damaged during installation will be repaired or replaced at no cost to the Bank (ref. 27 41 00, 2.1.4). Work commenced and installed prior to review and approval shall be accepted at the Bank's discretion; installation does not imply acceptance (ref. 27 41 00, 3.2.3).

7.9 Termination for Default

If the Bank's project manager determines that the contractor has refused to perform the work or has failed to perform it with the diligence required to ensure its timely and accurate completion, the Bank may, by giving the contractor written notice, terminate the contractor's right to proceed with part or all of the remaining work.

7.10 Schedule Delay Penalty

In the event of a delay in delivering the work beyond the agreed timeline without justifiable cause, a penalty of one per cent (1%) per week of delay, or part thereof, subject to a maximum of five per cent (5%) of the contract value, shall be deducted from the final contract payment after successful completion, testing, and certification of the work. Delays caused by the General Contractor, other trades, or the Bank, where properly documented and notified, shall not be attributable to the Contractor.

The Contractor must promptly notify the Bank in writing of any anticipated delays, providing a detailed explanation and a revised delivery schedule. Failure to notify in advance may affect penalty calculations. Extensions to the delivery schedule may be considered in exceptional circumstances, such as force majeure events, provided the Contractor provides documented evidence supporting the delay.

7.11 Contract Changes – Unanticipated Amendments

During the term of this contract, the Contractor may be required to perform additional work not currently included in this RFP. Such work will fall within the general scope of the initial contract. When additional work is required, the Bank's project manager will provide the Contractor with a written description of the additional work and request that the Contractor submit a time schedule for its completion and a price. Requests for additional compensation will be submitted, broken down by item, task, and drawing or sketch number, with material and labour costs, so quantities can be easily verified; unit costs for labour and material will be equal for adds, deletes and credits. The Contractor will not commence additional work until the Bank's project manager has secured any required Bank approvals for the amendment and has issued a written contract amendment approved by the Governor of the Central Bank or the Governor's designee.

7.12 Warranty

Equipment and materials required for installation under this contract shall be newly manufactured, current-production models, free from blemish or defect; “B” stock and/or refurbished items are not acceptable (ref. 27 41 00, 1.6.1). The Contractor shall offer the full factory warranty on all products provided as an authorised dealer, and the audio-visual systems and components shall be free of any manufacturing, engineering, installation, or operational defects (ref. 27 41 00, 1.5.15, 1.6.2.2). The Contractor shall guarantee all work for a minimum of one (1) year from final acceptance; the warranty period shall not commence for the system or any device prior to punch-list completion and final acceptance of the system by the Owner, and temporary use of the equipment by the Owner shall not constitute acceptance (ref. 27 41 00, 1.6.4). All warranties and equipment guarantees shall be transferred to the Owner at acceptance (ref. 27 41 00, 3.2.8), and the Contractor shall provide optional pricing for annual maintenance contract extensions beyond the first-year warranty period (ref. 27 41 00, 1.7.2.8).

7.13 Contract Invalidity

If any provision of this contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.

8. Appendix A: Pricing Worksheet

Bidders **must** provide an itemised list of all materials, labour, equipment, and services required to meet the specifications referenced in this request for proposal, broken down by system and space as shown below. Costs must include all taxes (e.g., Value Added Tax), shipping, and duties, F.O.B. the project site. All quantities are the bidder's responsibility and shall be derived from the Contract Documents and the mandatory site visit; no bill of quantities is provided.

Price Description	Materials (B\$)	Labor (B\$)	Total (B\$)
Building Paging System (common areas and entrances)			
Restaurant AV System			
Meeting Rooms (displays and video-conferencing peripherals)			
Gym AV System			
Control Room (video wall, workstation inputs, paging, TV audio)			
Digital Signage (Secure Lobbies, Circulation Lobby)			
Room Scheduling Displays			
Control Systems, DSP and GUI Programming			
Equipment Racks, AV Cabling and Receptacle Plates			
Testing, Commissioning and Acceptance Support			
Submittals, Shop Drawings, O&M Manuals and As-Built Documentation			
Project Management and Engineering Supervision			
Training			
Add Alternate – Control Room Video Conferencing (ref. 27 41 00, 1.4.5)			
Additional Costs (attach description)			
Value Added Tax, Duties, Shipping			
TOTAL CONTRACT SUM			

Materials: List, describe, and record the cost of all displays, loudspeakers, amplifiers, DSP and control equipment, cameras, media players, racks, cabling, receptacle plates, and consumables by system.

Attach a fully itemised equipment list showing the manufacturer's cost basis for each piece of equipment by room or system (ref. 27 41 00, 1.7.2.7).

Labour: Record all installation, termination, programming, testing, supervision, and commissioning labour by system.

Schedule of Unit Rates: In addition to the summary above, bidders must provide a schedule of unit rates (supply and install) for, at minimum: one (1) additional ceiling loudspeaker; one (1) additional 4K display with mount (per size class proposed); one (1) additional touch panel; one (1) additional digital signage media player; and hourly labour rates by trade classification. Unit costs for labour and material will be equal for adds, deletes and credits.

Optional Pricing: Provide separate optional pricing for the Control Room video conferencing Add Alternate (ref. 27 41 00, 1.4.5) and annual maintenance contract extensions beyond the first-year warranty period (ref. 27 41 00, 1.7.2.8).

9. Appendix B: General, Quality and Warranty Requirements

The proposed work must meet or exceed the following general requirements, which summarise (and do not replace) Specification Section 27 41 00. Bidders must indicate in their proposal narrative how each requirement is met. In case of conflict, the specification section prevails.

Standards and Codes:

- All materials shall be newly manufactured, current-production models conforming to all applicable codes and the relevant standards, including ANSI, EIA, IEEE and UL; “B” stock and refurbished items are not acceptable; the installation shall meet or exceed applicable building codes and follow AVIXA/InfoComm and BICSI published best practices (ref. 27 41 00, 1.5.16, 1.6.1, 3.1).

Personnel and Supervision:

- Designate a single supervisor to oversee the installation for the duration of the project, with at least five years of documented, recent, similar project experience; staff at least one supervisory employee holding a CTS-D or CTS-I certification; keep the job adequately staffed at all times under the engineering supervision of a qualified engineer approved by the Owner, keeping the same individual in charge throughout the work (ref. 27 41 00, 1.6.2 – 1.6.3, 3.2.5).

Submittals and Documentation:

- Provide bid submittals including a firm description, list of authorised dealerships, related project list (with at least one project completed within the last 12 months), supervisor resume, subcontractor identification, clearly listed deviations, a fully itemised equipment cost basis by room/system, and optional annual maintenance contract extension pricing (ref. 27 41 00, 1.7.2).
- Provide construction submittals including the complete equipment list by manufacturer/model, equipment substitutions per the specification rules, pin-specific point-to-point wiring shop drawings for each building space (re-used consultant drawings are not acceptable), and custom fabrication shop drawings at least fifteen (15) days prior to scheduled fabrication (ref. 27 41 00, 1.7.3, 3.2.2).

Testing and Acceptance:

- Conduct preliminary testing and adjustment, submit the documentation required by the specification, participate in approval testing for acceptance, and perform final adjustments as required to meet the specification (ref. 27 41 00, 3.2.7).
- Prior to acceptance testing, furnish a cover letter describing system performance, the preliminary test report, and two (2) copies of as-built wiring diagrams; provide a capable technician familiar with the installed systems for two (2) eight-hour days, together with all tools, test equipment, audio/video

sources, and a laptop with all manufacturer-supplied DSP configuration software (ref. 27 41 00, 3.7.1 – 3.7.2).

- If further adjustments or work are required after acceptance testing, continue work at no additional cost to the Owner until the system is acceptable; if acceptance is delayed due to incomplete installation, programming, or equipment defects, retain the Consultant at the Consultant's standard hourly rate for the additional time and expenses required (ref. 27 41 00, 3.7.3).

Control Systems and GUI:

- Provide an agreed-upon graphical user interface for all touch-screen interfaces, uniform in look, feel, and functionality across all spaces, coordinated with the Owner and Consultant, including IP-based system status notification; deliver all touch panel, control system, and audio DSP source code and configuration files to the Owner upon system acceptance (ref. 27 41 00, 1.5.17, 3.4.3).

Networked AV and IT Coordination:

- Provide all cabling labelled “AV LAN”, “DANTE LAN”, and “CONTROL LAN” on the functional diagrams; provide appropriately sized patch cables to connect “OWNER LAN” data outlets (provided by other divisions) to AV equipment; and coordinate with the Owner's IT representative wherever network-related configuration is required (ref. 27 41 00, 1.5.3, 1.5.18).

Displays, Signage and Room Scheduling:

- Provide fully backlit 4K UHD LCD displays sized per AVIXA V202.01, minimum 350 nits (450 nits, non-reflective matte, in rooms with unshaded outside windows); provide digital signage (Secure Lobbies, Circulation Lobby) and room scheduling displays managed through the Owner's centralised server with network on/off control; confirm the colour of all publicly visible devices with the Architect (ref. 27 41 00, 1.3, 2.1.5).

Installation Quality:

- Install all equipment and cabling per manufacturer recommendations in a clean, neat, and organised fashion; hold all equipment firmly in place with Owner-approved structural fastenings; mount user-interface equipment between 18 and 48 inches AFF; terminate balanced audio per the IEC pinout standard; and keep microphone and line-level cabling at least 3 inches from other low-voltage cabling (ref. 27 41 00, 3.2.1, 3.3).
- Within equipment racks: neatly bundle, lace, and comb all cabling; provide ventilation keeping rack temperatures below 90°F; install racks plumb and square; label the front and rear of each rack-mounted device with lamoid labels; and mount equipment with manufacturer-approved hardware (ref. 27 41 00, 3.3.4).

Warranty:

- Offer the full factory warranty on all products provided as an authorised dealer, plus an installation free of manufacturing, engineering, installation or operational defects; the warranty period shall not commence for the system or any device prior to punch-list completion and final acceptance, and temporary use by the Owner shall not constitute acceptance; provide optional annual maintenance contract extension pricing beyond the first-year warranty (ref. 27 41 00, 1.5.15, 1.6.2.2, 1.6.4, 1.7.2.8).

Training and Closeout:

- Deliver system operation training only after final acceptance by the Consultant (unless otherwise directed by the Owner), furnishing a complete Operations and Maintenance Manual to each participant (ref. 27 41 00, 3.9).
- Deliver closeout documentation per 3.8: an Operations and Maintenance Manual (operation instructions, equipment manuals and list, as-built functional diagrams, maintenance schedules and parts lists, and service/warranty statements with actual expiration dates), a draft submitted to the Consultant prior to acceptance testing; as-built CAD drawings revised in the CAD files; and control-system source code and DSP configuration files delivered on two USB flash drives (ref. 27 41 00, 1.5.12, 3.8).

10. Appendix C: Technical Requirements and Compliance Matrix

The following compliance matrix summarises the key requirements of Specification Section 27 41 00. It is provided for ease of evaluation only; bidders remain responsible for full compliance with all requirements of the Contract Documents. The following answer key should be used when responding:

- Y** = Fully complies, as specified
- A** = Available/achievable with clarification (explain)
- T** = Compliance provided through third party/subcontractor
- M** = Modifications or substitution necessary to comply (explain)
- W** = Not as specified, but a reasonable workaround is proposed
- C** = Requires deviation from Contract Documents
- N** = Cannot comply

If any symbol other than "Y" is the response for a requirement, the bidder must complete Appendix D: Bidder Comments to Technical Requirements. Any requirement that is answered with a symbol other than what is listed above will be treated as a negative/non-response.

A – General, Qualifications and Coordination (27 41 00, Parts 1–3)

No.	Requirement	Code	Comments
A 1	Contractor is an authorised dealer for all products supplied, offers the full factory warranty, and completes all manufacturer training/certification prior to installation (1.6.2.2).		
A 2	At least one supervisory employee staffed on the project holds a CTS-D or CTS-I certification; installers and engineers each have a minimum of five years of documented AV installation experience (1.6.2.1, 1.6.2.3).		
A 3	Contractor will furnish and install complete and functioning audio-visual systems, including all cabling, receptacle plates, loudspeakers, electronic devices, interconnections, and labour; by		

No.	Requirement	Code	Comments
	bidding, the Contractor confirms the described functionality can be achieved (1.5.1 – 1.5.2).		
A 4	Contractor will verify site conditions, dimensions, clearances, conduit sizes and routing; coordinate exact equipment locations with the architectural drawings; and report any conflicts (1.5.4).		
A 5	Contractor will verify 120 V AC power near each rack location and provide receptacles, low-voltage turn-on controllers, and switched outlets within the equipment racks (1.5.5).		
A 6	Contractor will integrate Owner-Furnished Equipment (OFE) into the audio-visual systems as shown on the AV Drawings (1.5.13).		
A 7	Contractor will coordinate with the Owner's IT representative wherever network-related system configuration is required (1.5.3).		
A 8	Contractor will coordinate AV components in millwork and furniture, performing all cutting, patching, painting and repairs, and providing adequate ventilation within cabinetry (1.5.17.3).		
A 9	Contractor will execute, without claim for additional payment, moderate moves or changes required by the Owner prior to installation (3.2.6).		
A 10	Contractor will keep an up-to-date record set of prints and specifications at the job site, with daily corrections showing all changes (3.2.4).		

B – Building Paging (27 41 00, 1.2.4.1, 1.4.5)

No.	Requirement	Code	Comments
B 1	Contractor will provide zoned paging loudspeakers in common areas and entrances per the AV Drawings, with zone configuration coordinated with the Owner (1.2.4.1).		

No.	Requirement	Code	Comments
B 2	Contractor will provide a desktop paging microphone capable of paging the entire building or individual zones, with the microphone location and floor box connection coordinated with the Owner (1.4.5.1.7).		

C – Meeting Rooms, Restaurant and Gym (27 41 00, 1.2.4, 1.3.2)

No.	Requirement	Code	Comments
C 1	Meeting room video-conferencing peripherals (cameras, microphones) will be permanently mounted for direct USB connection, with at most two user connections (one HDMI for video, one USB for audio/camera), a single USB-C connection used where practical, and cameras of 1080P resolution or greater (1.3.2).		
C 2	Contractor will provide the complete Restaurant audio-visual system per the specification and AV Drawings (1.2.4.2).		
C 3	Contractor will provide the complete Gym audio-visual system per the specification and AV Drawings (1.2.4.4).		

D – Displays, Digital Signage and Room Scheduling (27 41 00, 1.3, 2.1.5)

No.	Requirement	Code	Comments
D 1	All flat-panel displays will be fully backlit 4K UHD LCDs sized per AVIXA V202.01, minimum 350 nits (450 nits with non-reflective matte finish in rooms with unshaded outside windows) (1.3.1).		
D 2	Digital signage in the Secure Lobbies and Circulation Lobby will use a single media player per display connected to an Owner-managed centralised server, with display on/off commands via the building-wide AV control system (1.3.3).		

No.	Requirement	Code	Comments
D 3	Room scheduling displays will be provided per the AV Drawings, and the colour of all publicly visible devices (displays, wall plates, touch panels, cameras, mounting hardware) will be confirmed with the Architect (1.3.4, 2.1.5).		

E – Control Room (27 41 00, 1.4.5)

No.	Requirement	Code	Comments
E 1	Control Room scope includes the video wall with processor (single source routable across the array), HDMI input at each operator workstation, an equipment rack in the MDF housing transmitters, processors and six Owner-furnished computers, ceiling loudspeakers for TV content, and a desktop paging microphone (1.4.5).		
E 2	The Control Room video-conferencing Add Alternate (beam-forming ceiling microphone arrays, pan-tilt-zoom camera, Owner-furnished codec/computer) is priced separately in the Cost Proposal (1.4.5.1.9).		

F – Equipment, Substitutions and Racks (27 41 00, 2.1, 3.3.4)

No.	Requirement	Code	Comments
F 1	All equipment will be as listed or substitutions that meet or improve upon performance; where listed quantities differ from the drawings the greater quantity governs; equipment will be procured from the OEM or a manufacturer-approved dealer; any equipment damaged during installation will be repaired or replaced (2.1).		
F 2	Rack workmanship will comply with 3.3.4: cabling neatly bundled, laced and combed; ventilation keeping rack temperatures below 90°F; racks plumb and square; lamicoid labels front and rear;		

No.	Requirement	Code	Comments
	manufacturer-approved mounting hardware; and user-interface equipment mounted between 18 and 48 inches AFF.		

G – Testing and Acceptance (27 41 00, 3.2.7, 3.7)

No.	Requirement	Code	Comments
G 1	Contractor will conduct preliminary testing and adjustment, submit the required documentation, participate in approval testing for acceptance, and perform final adjustments to meet the specification (3.2.7).		
G 2	Prior to acceptance testing, Contractor will furnish a cover letter describing system performance, the preliminary test report, and two copies of as-built wiring diagrams; and will provide a capable technician for two (2) eight-hour days together with all tools, test and source equipment, and a laptop with the DSP configuration software (3.7.1 – 3.7.2).		
G 3	If further work is required after acceptance testing, Contractor will continue at no additional cost until the system is acceptable, and will retain the Consultant at the Consultant's standard hourly rate for any additional time required due to extension of acceptance testing (3.7.3).		

H – Documentation, Training and Warranty (27 41 00, 3.8, 3.9, 1.6.4)

No.	Requirement	Code	Comments
H 1	Contractor will deliver bound as-built documentation, with revisions made in the CAD files (red-pen markups not acceptable), and will provide touch panel and control system source code, DSP configuration files, and initial preset files to the Owner on two USB flash drives (1.5.12, 3.8.2.6).		

No.	Requirement	Code	Comments
H 2	Contractor will furnish an Operations and Maintenance Manual per 3.8.2 (operating instructions, equipment manuals and list, as-built functional diagrams, maintenance schedules, and service/warranty statements), submitting a draft to the Consultant prior to acceptance testing, and will deliver system operation training after final acceptance with a complete manual furnished to each participant (3.8, 3.9).		
H 3	The warranty period will not commence for the system or any device prior to punch-list completion and final acceptance; temporary use by the Owner does not constitute acceptance; optional annual maintenance contract extension pricing is provided beyond the first-year warranty (1.6.4, 1.7.2.8).		

11. Appendix D: Bidder Comments to Technical Specifications

For each compliance matrix item answered with a code other than "Y", record the item number and explain the proposed clarification, substitution, work-around, or deviation, including any cost or schedule impact.

Item Number	Comment