



Ministry of Public Works and Environment

Department of Parks

Request for Proposals

For

Sound Equipment and Entertainment Management for Agricultural Exhibition 2026

Request for Proposals No.: **2025-011Q-MPW**

Issued: **Monday November 24, 2025**

Submission Deadline: **Friday January 09, 2026 3:00:00 PM Bermuda Local Time**

Addenda No. 0002

Addenda Type:

Key Date Revision

New Revised Key Dates

The following addendum supersedes information contained in the solicitation document issued for this procurement to the extent referenced. This Addendum forms part of the solicitation documents and will be subject to all the conditions set out in the contract conditions.

The key dates and times of have been changed:

Pre-Bid / Site Meeting from Friday November 28, 2025 10:00 AM to **Wednesday December 03, 2025 10:00 AM**

Deadline for Questions from Friday December 05, 2025 to **Wednesday December 10, 2025**

Deadline for Issuing Addenda from Friday December 12, 2025 to **Wednesday December 17, 2025**

Submission Deadline from Friday January 09, 2026 3:00:00 PM to **Friday January 09, 2026 3:00:00 PM**

RFQ No. **2025-012Q-MPQ**

1.4.1 Key Dates

Issue Date of RFQ	Monday November 24, 2025
Pre-Bid / Site Meeting	Wednesday December 03, 2025 10:00 AM
Deadline for Questions	Wednesday December 10, 2025
Deadline for Issuing Addenda	Wednesday December 17, 2025
Submission Deadline	Friday January 09, 2026 3:00:00 PM
Rectification Period	5 business days
Anticipated Execution of Agreement	Friday January 30, 2026

All times listed are in Bermuda local time. The RFQ timetable is tentative only, and may be changed by the Government at any time. For greater clarity, business days means all days that the Government is open for business.

1.4.2 Site Visit / Pre-Bid Meeting

The mandatory site visits will be held on Wednesday December 03, 2025 at 10:00AM at The Botanical Gardens using the entrance across from the Peace Lutheran Church. Failure to be present at the site visit and sign in will result in the disqualification of your document submission.

1.5.1 Quotations to be Submitted at Prescribed Location

Quotations must be submitted to:

Interested parties are invited to respond to this RFP by submitting a response to the Ministry of Public Works and Environment, Head Office located at:

Ministry of Public Works and Environment,
Head Office 3rd Floor General Post Office Building,
56 Church Street,
Hamilton Bermuda

IMPORTANT: ALL HARD COPY SUBMITALS MUST BE PLACED IN THE TENDER BOX IN THE RECEPTION AREA OF THE MINISTRY OF PUBLIC WORKS AND ENVIRONMENT. Responses should be labelled “**2025-011-MPW**” and include a statement of interest and information as requested in the description of requirements and output.

OR

Electronic mail (E-Mail) submissions are accepted at publicworkstenders@gov.bm. If documents are larger than ten (10) MB, please send them within a zip file. In the subject line of the email, please state “**2025-011Q -MPW**”. Please ensure to send a copy of your proposal in Adobe or equivalent PDF format.

1.5.2 Quotations to be Submitted on Time

Quotations must be submitted at the location set out above on or before the Submission Deadline. Quotations submitted after the Submission Deadline will be rejected. Onus and responsibility rest solely with the respondent to deliver its quotation to the exact location (including floor, if applicable) indicated in the RFQ on or before the Submission Deadline. The Government does not accept any responsibility for submissions delivered to any other location by the Respondent or its delivery agents. Respondents are advised to make submissions well before the deadline. Respondents making submissions near the deadline do so at their own risk.

1.5.3 Quotations to be Submitted in Prescribed Format

Respondents shall submit one (1) original signed hard copies of their quotation or one (1) electronic copy (e-copy) in Microsoft Word or Adobe PDF format. If both a hard copy and an e-copy of the quotation are submitted and there is a conflict or inconsistency between the hard copy and the e-copy of the quotation, the hard copy of the quotation will prevail.

The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the bidder. This authorization shall consist of a written authorisation and shall be attached to the Submission Form included in (Appendix B). The name and position held by each person signing the authorization must be typed or printed below the signature. An Electronic Record of Signature will be accepted in the submission only in accordance with the requirements laid out in the Electronic Transactions Act 1999. Any interlineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the bid.

Quotations should be submitted in a sealed package prominently marked with the RFQ title and number (see RFQ cover) and will not be opened until Friday January 09, 2026 3:00:00 PM. The full legal name and return address of the respondent should be marked on the package as well.