



## APPENDIX A – PROCUREMENT PARTICULARS

- **Project Name:** Irrigation Upgrade
- **Project Open Date:** 11 August 2025
- **Submissions Deadline:** 22 August 2025 (11:59 PM)
- **Reference:** RFS-NGCI-2025-005

### **Business Objective:**

The existing 55,000 sq. ft. vegetation and garden area of a large commercial property requires an upgrade to the current automated irrigation system due to aging equipment. In addition, new irrigation equipment needs to be installed in previously unirrigated areas of the property.

The property features expansive garden spaces with customized landscape design, consisting primarily of native vegetation, trees, and plant life. It also includes two lawn areas that are actively used for outdoor events.

### **Scope of Work:**

The requester requires services for the following:

This project will require applicants to complete two separate assessments to determine the scope and requirements of the work thoroughly.

### **Evaluation of the Existing Automated Irrigation System**

Applicants will be required to conduct a detailed assessment of the current automated irrigation system across the property. This includes determining any equipment needed to achieve consistent coverage, efficiency, and overall performance. The evaluation should consider the size, structure, and unique characteristics of the pipes, including their pressure capacity and load-bearing ability. Special attention must be given to large areas with dense vegetation, tree beds (such as Mahogany), public lawns, and areas that currently lack irrigation.

### **Assessment of Areas for Additional Irrigation**

Applicants will be required to review areas of the property without irrigation and propose solutions for extending the system to these areas. Recommendations should focus on integrating new

equipment seamlessly with the existing automated system while maximising efficiency and effectiveness.

Project proposals will be assessed based on the insights and recommendations generated from these evaluations. Applicants will be required to account for the current irrigation layout and landscape design, providing solutions that optimise both functionality and operational performance.

- Provision of all labour, hardware, and equipment, including pipelines and connectors, water sensors, water-efficient sprinkler heads, valves, clocks/timers/alarms, and integration with the existing system.
- Installation execution in alignment with the current garden layout and irrigation design.
- Removal and proper disposal of all waste and leftover materials.
- Water testing upon project completion to ensure there are no leaks or equipment deficiencies.
- Irrigation of lawn areas using pop-up sprinklers (both dynamic and static).
- Irrigation of hedges and shrubs using a combination of drip laterals, static heads, or pop-up sprinklers as appropriate.
- Pluviometric overlap (wet circle) testing to ensure uniform water distribution across all areas.
- Installation of pressure reducers where necessary to maintain appropriate pressure levels, particularly for drip fixtures that require lower pressure to operate effectively.

**Requested Information:**

Submission Form (Appendix B)	Each submission must include a Submission Form completed and signed by an authorised representative of the bidder.
Business License	Bidders must be able to provide proof of a Cayman Islands Trade & Business License.
Reference Form (Appendix E)	Submissions must include a Reference Form completed according to the instructions in the form.
Proposal	<p>Outlined proposal</p> <p>Details must include:</p> <ol style="list-style-type: none"> <li>1. Proposed approach to the scope of work</li> <li>2. Assessment review of the current system</li> </ol>

	<ol style="list-style-type: none"> <li>3. Ability to align with the current irrigation design</li> <li>4. Commitment to the following scheduling requirements</li> <li>5. Years of experience within the field</li> <li>6. Demonstrate the ability</li> </ol>
Pricing Form (Appendix C)	<p>See Appendix C</p> <ol style="list-style-type: none"> <li>(a) Rates must be provided in Caymanian Dollars (KYD). Please note that when converting from US Dollars to Cayman Islands Dollars, bidders shall use a conversion rate of \$1 USD = \$0.82 KYD.</li> <li>(b) Rates quoted by the bidder must be all-inclusive and must include all bonding costs, all labour and material costs, all travel and carriage costs, all insurance costs, all costs of delivery, all costs of installation and set-up, including any pre-delivery inspection charges, and all other overhead, including any fees or other charges required by law.</li> <li>(c) Pricing should be exclusive of duties levied by Customs &amp; Border Control. A duty waiver will be provided.</li> </ol>

Solution/ Methodology	<p>Each submission must also include a proposed solution/methodology that demonstrates the bidder’s project implementation plan and timeline to meet requirements and business objectives as seen in Appendix A. As a part of your submission, please answer the following questions:</p> <ol style="list-style-type: none"> <li>1. How do you ensure the accuracy and quality of your service?</li> <li>2. If you encounter issues or your client is not satisfied, what steps do you take to address the issue?</li> </ol>
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- **Site Visit:** All bidders are required to complete a site tour with the stakeholders prior to bid acceptance to ensure that the full details of the project are thoroughly reviewed and clearly understood.
- **Submissions and Questions** can be sent to [administration@nationalgallery.org.ky](mailto:administration@nationalgallery.org.ky)
- **Design Plans** can be requested at [administration@nationalgallery.org.ky](mailto:administration@nationalgallery.org.ky)