REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)
SAINT VINCENT AND THE GRENADINES (SVG)
BERYL EMERGENCY RESILIENT RECOVERY PROJECT (BERRy)
(IDA 76430)

Assignment Title: Design and supervision consultancy for the rehabilitation of the Bequia Fisheries Complex

Reference No. SVG-BERRY-CS-QCBS-02

The Government of Saint Vincent and the Grenadines (GoSVG) has received financing from the World Bank toward the cost of the Beryl Emergency Resilient Recovery Project, and it intends to apply part of the proceeds for consulting services for the design and supervision consultancy for the rehabilitation of the Bequia Fisheries Complex.

The consulting services ("the Services") include the following:

1. The conducting of a thorough engineering analysis of the complex facilities and prepare detailed architectural/engineering designs for the repair and rehabilitation of the Bequia Fisheries Centre.
2. The assessment and design of all required activities to rehabilitate the Fisheries Centre including all operational buildings and support equipment.
3. The provision all technical documentation required to support the procurement of a construction contractor to complete the required works.
4. The provision of technical support to assist the GoSVG with construction and equipment bidding processes including proposal evaluations and contractor selection for the execution of the works.

The duration of this consultancy is estimated to be 18 months (6 months for the design phase and 12 months for the supervision phase).

The Terms of Reference (TOR) for the assignment is attached to this request for expressions of interest.

The Ministry of Finance, Economic Planning and Private Sector Development now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested consultants must provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

1. Firms should have experience in fisheries, agriculture, or coastal infrastructure projects (rehabilitation, modernization, sustainability).
2. Firms should have completed at least two (2) comparable projects in the last ten (10) years (preferably fisheries complexes, aquaculture facilities, or agricultural processing plants).

Key Experts will not be evaluated at this shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" 5th Edition September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. In addition, consultants shall refer to the requirements on conflict of interest related to this assignment as per paragraph 3.17 of the Procurement Regulations.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultant's Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 9:00am to 4:00pm EST.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **16:00 hours** (or 4:00pm SVG time) **February 27, 2026**.

Attn: Recardo Frederick

Director of Economic Planning
Economic Planning Division
Ministry of Finance, Economic Planning and Private Sector Development
First Floor, Administrative Building
Bay Street
Kingstown
Saint Vincent and the Grenadines

Email: cenplan@svgcpd.com, nfergus@svgcpd.com, catoby@gov.vc, jdasilva@svgcpd.com

Appendix 1 – Terms of Reference for consultancy

ST. VINCENT & THE GRENADINES - BERYL EMERGENCY RESILIENT RECOVERY PROJECT (BERRy)

Design and supervision consultancy for the rehabilitation of the Bequia Fisheries Complex

BERYL EMERGENCY RESILIENT RECOVERY PROJECT (BERRy)

Terms of Reference

ANALYSIS AND DESIGN FOR THE REHABILITATION OF THE BEQUIA FISHERIES CENTRE

Ministry of Finance, Economic Planning and Private Sector Development

Economic Planning Division

Kingstown

Saint Vincent and the Grenadines

February 2026

1. Introduction

The island of Bequia is located approximately 15km southeast of Kingstown, Saint Vincent with an estimated population of about 5,300 persons. The economy is largely tourism driven but there is a robust artisanal fishing community currently focused on harvesting conch, lobster, and finfish. The Fisheries Centre was constructed in 1996 under a program funded by the Japanese International Cooperation Agency (JICA), which was refitted in 2005 by the government of Saint Vincent and the Grenadines (GoSVG) to upgrade the facility to comply with international requirements for fisheries product export. Port side facilities include a large wharf/patio area bounded to the north by a riprap jetty and to the south a pier which is no longer functional.

The Fisheries Centre consists of five (5) main buildings as shown in Figure 1. These include the main processing facility, lockers and bathrooms for fisherfolk and two (2) support buildings. The Centre has been operational for approximately twenty-eight (28) years. Over that time, buildings have suffered deterioration due to operational wear coupled with inadequate maintenance. Over time, various modifications have been made to accommodate changing catch profiles. Finally, significant damage to the structures was caused by the passage of Hurricane Beryl in July 2024.

2. Description of the Study Area

The Bequia Fisheries Centre is located along the southern coast of the island of Bequia in an area directly exposed to the marine environment, with a wharf area of approximately 3 x 70 meters in the form of a reinforced concrete patio area. The wharf is a landing site for small fishing vessels, generally skiff type, powered by a single outboard engine. Fishermen pull alongside and manually off load their catch for processing at the facility.

The processing of seafood products are an everyday occurrence at the Centre. Finfish are processed for local sales or are preprocessed and sent to a larger seafood processing plant on the island of Saint Vincent to be further processed and packaged for export. Lobsters are either held for sale as live products or are processed for export as frozen products such as tails, whole lobsters or meat only. Conch are cleaned and sold fresh locally or processed and frozen for export. Lobster is seasonal, with the season running from September 1 to April 30. The government is in the process of establishing the dates for conch season to take effect in 2026.

Figure 1: Aerial view of the Bequia Fisheries Centre

3. Objective and Scope

The objective of this consultancy is to conduct a thorough engineering analysis of the complex facilities and prepare detailed architectural/engineering designs for the repair and rehabilitation of the Bequia Fisheries Centre.

The scope of this effort will include the assessment and design of all required activities to rehabilitate the Fisheries Centre including all operational buildings and support equipment. The consultant shall provide all technical documentation required to support the procurement of a construction contractor to complete required works. The consultant shall also provide technical support to assist the GoSVG with construction and equipment bidding processes including proposal evaluations and contractor selection.

All designs under this contract shall conform to standards required under internationally acceptable standards and codes as approved by the MoFEP-PIU. Additionally, designs shall conform to and support the requirements under Fisheries (Fish and Fish Products) Regulations, 2006 as required by the Fisheries Division in the Ministry of Agriculture, Forestry, Fisheries, Rural Transformation, Industry & Labour (MoA).

Contract Level Reporting

During the execution of this contract, the contractor shall provide the following reports in accordance with the schedule provided. Specifically:

1. *Report: Inception report and work plan*
   Report to present contractor work plan, activities schedule and activities requiring participation of MoA and the MoFEP-PIU during contract execution.

   Schedule: 1 week from receipt of registration of contract, 2 copies electronic and 4 printed copies to be reviewed and approved by MoA and PIU.

2. *Task Level Deliverables*: In accordance with the requirements presented in the task descriptions.

3. *Report*: Issues affecting contract execution
   Contractor shall report any significant issues encountered that may affect contractor performance or delivery schedules.

   Schedule: As needed report within 1 day of identification of significant issues

4. *Report*: Record of Meetings
   The contractor shall maintain a record of all meetings taken during the execution of this contract. Report shall include a summary of meeting activities and discussions including issues addressed and agreed actions, assignment of agreed responsibilities and timeline, List of attendees, affiliation, and contact information

   Schedule: As needed, send the meeting report electronically within 2 days of meeting.

5. *Report*: Contract final report, Summary and findings
   Prior to contract closing, the consultant shall prepare a comprehensive closing report summarizing findings and recommendations developed during contract execution.

Standards and Codes

Designs shall conform to the following standards and codes:

Structural - *Saint* Vincent and the Grenadines Building Guidelines 2008: Section A – Item 4. EXISTING BUILDING. OECS Building Code 2011, CREEBC

General Code - *Saint* Vincent and the Grenadines Building Guidelines 2008: Section A – Item 8 PLANS. OECS Building Code 2011, CREEBC

Hurricane resilient wind load - The design wind load shall be sustained 140 mph - - *Saint* Vincent and the Grenadines Building Guidelines 2008, Section C – Item 3.3 HURRICANE RESISTANT CONSTRUCTION, OECS Building Code 2011, CREEBC

Electrical - Saint Vincent and the Grenadines Building Guidelines 2008: Section I ELECTRICAL- ITEM 2 GENERAL INSTALLATION PROCEDURES. OECS Building Code 2011, CREEBC

Plumbing - – Saint Vincent and the Grenadines Building Guidelines 2008: Section H PLUMBING, SANITATION, WATER SUPPLY AND GAS INSTALLATION– Item 1 -GENERAL REQUIREMENTS. OECS Building Code 2011, CREEBC

Refrigeration - *Saint* Vincent and the Grenadines Building Guidelines 2008: Section I ELECTRICAL- ITEM 2 GENERAL INSTALLATION PROCEDURES. OECS Building Code 2011, CREEBC

Ventilation - Saint Vincent and the Grenadines Building Guidelines 2008

Section A – Item 8 PLANS. OECS Building Code 2011, CREEBC

Workplace lighting - Saint Vincent and the Grenadines Building Guidelines 2008: Section I ELECTRICAL-ITEM 2 GENERAL INSTALLATION PROCEDURES. OECS Building Code 2011, CREEBC

PHASE 1 - DESIGN OF WORKS

Task Descriptions

***Task 1* - Architectural/ Engineering Assessment**

The contractor shall conduct and document a detailed assessment of each of the facilities buildings including structural and architectural elements noting condition, fitness for purpose, age and service life, and need for retrofitting, rehabilitation, replacement and repairs of equipment. Additionally, the inspections will include architectural features such as paint condition, windows, and doors, sanitary facilities, fisherfolk lockers, operations spaces and fixed equipment. This assessment shall be conducted in close coordination with MoA Fisheries Division personnel.

- *Architectural* - Inspections will include all windows and doors, paint and protective coatings, aesthetic elements and related features, cabinets, and built-in features.

- *Structural* - The structural assessment shall include the inspection of all elements including supporting beams, column, masonry, floors and roof. During the assessment, the consultant shall consider the need for retrofitting structural features to comply with the current codes identified and a sustained wind load of 140 mph consistent with a category 4 hurricane. Ironmongery shall be inspected for corrosion to determine if treatment or replacement is required.

- *Electrical* - All building electrical components shall be inspected including circuit panels, wiring, lighting systems, transformers and outlets. Transformers using PCB as their dielectric shall be replaced. Inspections shall note corrosion, broken components, and circuit safety to include the addition of ground fault protections where needed and missing.

- *Mechanical* - Mechanical inspections shall include all HVAC, refrigeration components (gas lines, condensers, evaporators etc.), fixed machinery (e.g. macerators, ice machine, blast freezers, chill/cold rooms, motors, lifting equipment etc.), and support equipment for SCUBA operations (compressor facilities, tank handling equipment)

- *Plumbing* - Plumbing inspections shall include both inside and outside pipe, sanitary facilities, and all associated fixtures.

- *Process flow* – the consultant shall evaluate the previous process flow for various products processed at this facility to improve building design and to prevent, reduce and/or eliminate finished product potential hazards.

  Sanitary Waste - Inspections to include washing and sanitary facilities and waste processing including septic and discharge systems. The consultant shall provide an estimated mass for a maximum 1-week waste load for design purposes.

- *Process Waste* - The consultant shall evaluate the management of process waste to include collection, processing, treatment and discharge systems and provide a detailed assessment of the systems in current use with recommendation improvements. The consultant shall provide an estimated mass for a maximum 1-week waste load for design purposes.

Task 2 - Concept Designs

In close consultation with MOA Fisheries Division personnel, the consultant shall prepare architectural drawings of the existing facility noting current space use and equipment locations. Working with Fisheries Division staff, the consultant shall identify current processing flows for each of the product lines from landing to shipping off site noting equipment requirements and processing spaces and storage requirements.

Based on the operational requirements identified and in close consultation with Fisheries Division personnel, the consultant shall develop a space utilization concept plan. While it is preferred that this plan be based on the existing facility footprint, building additions may be considered to optimize product handling efficiency, food safety, and overall facility optimization.

Task 3 - Draft and Final Design

On approval of the concept design, the consultant shall prepare a draft design for proposed facility rehabilitation, modifications and equipment requirements. This shall include a draft cost estimate and priced BOQ for proposed modifications, as well as requirements for equipment replacement and repair. The draft design shall include all required drawings and floor plans. The contractor shall submit the draft design package to MOA Fisheries Division for review. On receipt of review comments, the contractor shall provide the revised final designs.

Task 4 - Works Technical Packages

For each facility based on the inspections and designs completed, the consultant shall prepare individual technical works packages suitable for inclusion in World Bank construction bidding documents. Each package shall contain a detailed description of all required works and a priced bill of quantities. The contractor shall also provide estimates for all works to be completed.

Task 5 - Environmental, Social, Health Management Plan (ESMP)

For each of the work packages, the consultant shall prepare an ESMP in accordance with World Bank requirements. Plans shall be based on the technical requirements identified in the facility works package.

Task 6 - Bid documentation and Procurement Support

The Client shall prepare the bidding documents. The consultant will assist in the preparation of the bidding document including:

The consultant will assist the client in the preparation of the bidding document including:

- Provide advice to the Client during the procurement process
- Assistance with preparing bid invitation
- Attend the pre-bid site meeting
- Assistance with preparing clarifications on queries received from the bidders

- Assistance with preparation of the bid evaluation report and recommendation for contract award in accordance with Bank's procurement guidelines.

Schedule of Task Deliverables

Task 1 - Architectural/ Engineering Assessment

- Draft assessment report - 5 weeks from contract registration date
- Client review - 3 weeks from receipt of draft report
- Final Assessment Report - 2 weeks from receipt of client comments

Task 2 - Concept designs

- Draft Concept Report - 9 weeks from contract registration date
- Client review - 3 weeks from receipt of draft report
- Final Concept Report - 2 weeks from receipt of client comments

Task 3 - Design and Design Report - all

- Draft Designs and Design Report - 8 weeks from delivery of final concept designs
- Client review - 3 weeks from receipt of draft report
- Final Designs and design report - 2 weeks from receipt of client comments

Task 4 - Works Technical Packages

- Draft Technical Works Package - 4 weeks from delivery of final designs
- Client review - 3 weeks from receipt of draft report
- Final Technical Works Package - 2 weeks from receipt of client comments

Task 6 - Environmental Assessment

- Draft Environmental Assessment - 3 weeks from delivery of final designs
- Client review - 3 weeks from receipt of draft report
- Final Environmental Assessment - 2 weeks from receipt of client comments

4. Duration and Reporting

The consultancy is expected to complete the assignment within 6 months from the date of contract signing. All reports shall be submitted to the PIU at the Economic Planning Division and regular progress meetings will be held to review outputs.

5. Key Experts and Qualifications

The Consultant shall mobilize a multidisciplinary team of qualified experts to carry out the assignment. The team shall include, at a minimum, the following key experts:

Design Phase Experts

1. Team Leader / Project Manager:

- Advanced degree in Engineering, Architecture, or related discipline.
- Minimum 10 years' experience in managing multidisciplinary infrastructure projects, preferably donor-funded.
- Proven track record in coordinating design teams and delivering complex facilities.

2. Architect

- Degree in Architecture.
- At least5 years professional experience in institutional or industrial facility design.
- Demonstrated ability to integrate specialized fisheries and aquaculture requirements into functional layouts.

3. Civil/Structural Engineer

- Degree in Civil or Structural Engineering.
- Minimum 5 years experience in design of coastal/marine infrastructure and industrial buildings.
- Experience with reinforced concrete and steel structures in tropical environments.

4. Mechanical Engineer (Equipment Specialist)

- Degree in Mechanical Engineering.
- At least 7 years experience in design and specification of fisheries/aquaculture equipment (cold storage, ice-making, processing machinery).
- Familiarity with international standards for food safety and equipment installation.

5. Electrical Engineer

- Degree in Electrical Engineering.
- Minimum 7 years experience in power distribution, renewable energy integration, and backup systems.
- Experience in design of electrical systems for industrial facilities.

6. Environmental & Safeguards Specialist

- Degree in Environmental Science/Engineering.
- At least 7 years' experience in environmental impact assessment and safeguards compliance.
- Familiarity with donor environmental and social safeguard policies.

7. Quantity Surveyor / Cost Estimator

- Diploma in Quantity Surveying or related discipline.
- Minimum 5 years experience in cost estimation and preparation of bills of quantities.
- Experience in procurement planning and tender documentation.

Construction Supervision Phase Key Experts and Qualifications

8. Resident Engineer / Team Leader

- Degree in Civil/Structural Engineering.
- Minimum 5 years experience in site supervision of complex infrastructure projects.
- Proven ability in contract administration and reporting

9. Clerk of Works

- Diploma in Construction or equivalent.
- Minimum 5 years experience in site inspection.
- Responsible for daily monitoring of workmanship and materials

PHASE 2: CONSTRUCTION SUPERVISION

Task 1 - Construction Supervision

Supervision activities will be scheduled based on the approved work plan submitted by the construction contractor and include:

a. Advising the Contractor on the interpretation of the drawings and technical specifications and issue supplementary details and instructions during the construction period, as required;

b. Reviewing the Contractor's construction schedule and commenting on the procedures, methods and sequence of the works;

c. Reviewing working drawings and ensuring the preparation of final as-built drawings;

d. Writing the supervision monthly progress reports and making comments on the physical and financial progress achieved during the month;

e. Review the contractor's monthly progress reports, make comments and recommend any appropriate action as required.

f. Considering and advising on alternative methods, equipment and materials proposed by the Contractor;

g. Advising on the validity of charges for additions or deletions to the contract and on the issuing of change orders;

h. Processing Contractor's interim and final payments and prepare progress certificates for the Client's acceptance;

i. Maintaining detailed records related to the contracts;

j. Arranging and chairing regular site meetings and recording and reporting on the proceedings;

k. Providing advice to the Client during construction on planning and scheduling, budgeting, estimating, and cost and quality control;

l. Establish, monitor and enforce quality assurance/quality control procedures on contracts.

Resident Services During Construction – the Consultant will be required to:

a. Provide full-time resident staff services during construction. This will comprise of at least one (1) Engineer and one (1) Clerk of Works;

b. Ensure that the Contractor is carrying out the work in accordance with the contract documents and communicate with the Contractor and the Client regarding deficiencies in the work and other matters of direct interest or concern;

c. Provide inspections at key points of the construction phase to include concrete constructions, masonry, carpentry, electrical and plumbing installations to ensure conformance with construction code requirements and quality workmanship.

d. Monitor and report on the Contractor's compliance with the Environmental Management Plan (EMP);

e. Arrange for all necessary field testing and inspection and provide approvals of materials installed in accordance with test results;

f. Monitor all concrete pours;

g. Investigate and report on all unusual circumstances that may arise during construction;

h. Carry out a final inspection at the conclusion of the construction contract as part of the acceptance program of the Client;

i. Obtain field information of construction details from the contractor, for the modification of contract drawings by the Consultant to show the work "as-built";

j. Provide comprehensive report and recommendation on any claim/dispute arising out of the contract; advise the Client throughout the mediation, adjudication and arbitration process during the currency of the contract.

Task 2 - Post Construction Services

a) Prepare the "as-built" drawings of the works.

b) The Consultant shall visit the site at least twice during the defects and liability period to determine deficiencies during the contract defects liability period, issue written instructions regarding repairs, monitor the rectification of deficiencies, and prepare final acceptance documentation at the expiration of the defect liability period.

c) Prepare a Project Completion Report on the construction contract, including as-built drawings and any useful lessons learned from the construction experience.

Schedule of Task Deliverables Phase 2 Supervision

Task 1 - Supervision Reports

- Bi-weekly activity report - Every 2 weeks from start of construction activities
- Meeting records - within 24 hours of meetings held
- Construction progress certificates - in accordance with the construction schedule
- Issues report - 24 hours - As needed during the construction period
- Monthly activity summary - Monthly during the construction period

Task 2 - As Built Drawings Defects inspection and final acceptance reports

- Final report - 4 weeks from completion of construction

ANNEX 1

Priority List for the Rehabilitation of the facility

Priority 1- Facility Repairs

Refers to building and system repairs needed to continue operations to restore the facility to its original configuration.

Structural

- Building physical repairs
- Support beams - number, approximate dimension
- Stairs, ramps, handrails - repair, replace, count
- Walls, floors - repair type (patching, reconstruction, replacement)
- Roof- Repair, reconstruction
- Windows and doors - quantity, replacement, repair
- Loading doors- approximate dimension, quantity, replace, repair, opening mechanism (chain, electric, both)
- Exterior, interior paint- approx. square footage
- Electrical wiring - repair, replace
- Breaker boxes, 240 to 110 transformers-converters - repair, replace, count
- Lighting (interior, exterior) - repair, replace, count fixtures
- Water systems and storage- Repair, replace, description, water tanks count size
- Rehabilitate/renovate/upgrade the lockers for fishers
- Rehabilitate/renovate/upgrade the surrounding fencing of the facility
- Provision for additional Generator fuel storage

Operations

- Freezers/chillers - number, approx. dimensions, repair, replace
- Refrigerant system - repair, replace, count compressors, evaporators, condensers, output capacity
- Waste processing system - repairs needed
- Air compressors and tanks, water pumps filtration and treatment systems (potable water)- repair, replace, count
- Ice machines - repair, replace, count, output

- Security systems - description, repair, replace
- Sanitation systems - description, repair, replace
- Materials handling systems - description, repair, replace
- Refrigeration reefer containers (20ft and 40ft size)

Priority 2 - Facility Improvements

The project may contemplate improvements to the existing facility, budget permitting. To this end it is useful to know what improvements are being contemplated to the existing facility. Among the potential changes are:

- Interior remodeling (layout change)
- Product processing improvements (Freezer-chillers, processing area, packing improvements, sanitation and waste handling)
- Air flow/air handling modifications
- Changes in equipment from the current configuration
- Others identified

ANNEX 2

Processing Details at the Bequia Fisheries Centre

Administrative and Quality Control processes, Bequia Fisheries Centre, Paget Farm, Bequia

Process	**Where on compound each step will occur**	**Equipment and materials need for each step**
Fisheries data collection	Fisheries Office (upstairs)	Computer, Printer, Filing cabinet, office desk and chair, a/c unit
Administrative processes for operations	Offices; secretariat, manager (upstairs)	Computers, Printers, Filing cabinets, office desks and chairs, a/c units
Retailing of products	Retail outlet (not in place)	Refrigerated display cabinets, a/c units, desk and chair
Quality Control processes (recording keeping and quality assurance testing)	Quality assurance office/lab. (upstairs)	Computer, Printer, filing cabinets, office desk and chair, a/c unit, testing equipment (beakers, measuring cylinders, reagents, incubator, etc.)
Changing facilities for staff	Changing room (downstairs)	Lockers, clothing racks, boot racks, bathrooms (with toilets and showers), non-hand operable handwashing stations Personal Protective Equipment (hair (head & bread) covers, aprons, lab coats, water boots, gloves (disposable & heavy duty)
Lunch facilities for staff	Lunch room (not in place)	Tables, chairs, kettle, microwave, kitchen sink, garbage bin

Seafood processing at Bequia Fisheries Centre, Paget Farm Bequia

Processing Steps for Live Lobsters	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving of live lobsters	Docking area 	Closable crates covered trolley
Weighing of live lobsters	Lobster receiving area 	Scales Closable crates log/invoice book
Sorting of live lobsters (strong and weak)		Heavy duty gloves Closable crates
Holding of live lobsters (strong)	Holding tank/pond 	Holding tank/pond seawater pump with filters intake and output PVC pipes with valves

		
Packaging of live lobsters	Main Processing area 	Closable crates hay/straw ice packs Styrofoam boxes (40lbs size) Automatic Polypropylene Strapping Machine Stainless steel tables
Dispatch of live lobsters	Loading bay area (Main Processing building) 	Pallet jacks Refrigerated truck(s)

Processing Steps for Frozen Lobster Tails	**Where on compound each step will occur**	**Equipment and materials need for each step**

Receiving of live lobsters	Docking area	Closable crates Covered trolley
Weighing of live lobsters	Lobster receiving area	Scales Closable crates log/invoice book
Sorting of live lobsters (strong and weak)	Lobster receiving area	Heavy duty gloves Closable crates
Ice slurry	Main Processing area	Ice machine Stainless steel tables Insulated tubs
Tailing of live lobsters (weak)	Main Processing area	Stainless steel tables Stainless steel sinks Knives Cutting board Baskets
Deveining and washing of lobster tails	Main Processing area	Stainless steel tables Stainless steel sinks Knives Cutting board Baskets
Ice slurry / Cooling of lobster tails	Main Processing area	Ice machine Stainless steel tables Insulated tubs
Chemical treatment of lobsters tails	Main Processing area	Stainless steel tables Insulated tubs

Freezing, sorting, packaging and cold storage of lobster tails	Main Processing area	Blast freezer Cold storage Stainless steel racks Bags Cardboard boxes (10lbs size)
Dispatch of lobster tails (50lbs boxes)	Loading bay area (Main Processing building)	Pallet jacks Cardboard boxes (50lbs) Automatic Polypropylene Strapping Machine Refrigerated truck(s)

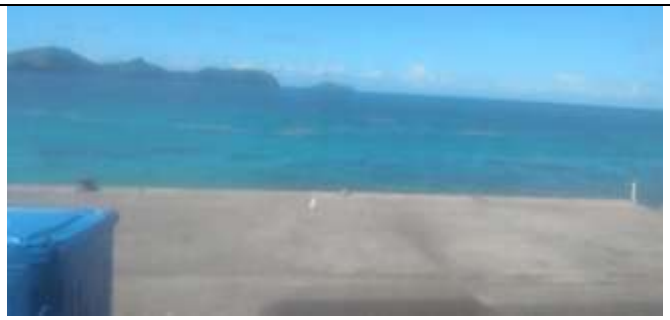
Processing Steps for Frozen Lobster Head Meat	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving, Weighing and Sorting of live lobster	Docking area Lobster receiving area Lobster receiving area	Closable crates covered trolley Scales log/invoice book Heavy duty gloves
Ice Slurry (live lobsters)	Main Processing area	Ice machine Stainless steel tables Insulated tubs
Tailing of lobsters	Main Processing area	Stainless steel tables Stainless steel sinks Knives Cutting board Baskets
Removing lobsters head meat	Main Processing area	Stainless steel tables Stainless steel sinks Knives

Processing Steps for Frozen Lobster Head Meat	**Where on compound each step will occur**	**Equipment and materials need for each step**
		Cutting board Baskets
Washing and Sorting of lobster meat	Main Processing area	Stainless steel tables Stainless steel sinks Knives Cutting board Insulated tubs
Chemical treatment of lobster meat	Main Processing area	Stainless steel tables Stainless steel sinks Insulated tubs
Vacuum sealing and labeling of lobster meat	Main Processing area	Stainless steel tables Vacuum sealing machine
Freezing and Cold storage	Main Processing area	Blast freezer Cold storage Stainless steel racks
Dispatch of packages	Loading bay area (Main Processing building)	Pallet jacks Cardboard boxes Refrigerated truck(s)

Processing Steps for Frozen Whole Lobster	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving, Weighing and Sorting of live lobster	Docking area Lobster receiving area Lobster receiving area	Closable crates covered trolley Scales

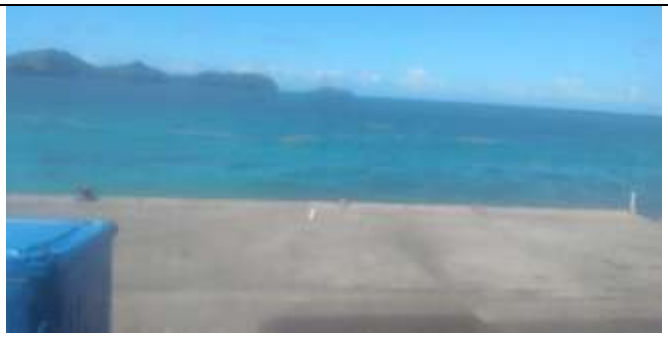
Processing Steps for Frozen Whole Lobster	**Where on compound each step will occur**	**Equipment and materials need for each step**
		log/invoice book Heavy duty gloves
Ice Slurry (live lobsters)	Main Processing area	Ice machine Stainless steel tables Insulated tubs
Packaging and Shrink wrapping	Main Processing area	Shrink Tunnel Machine Plastic wrap/Shrink wrap Stainless steel tables Baskets
Freezing and cold storage	Main Processing area	Blast freezer Cold storage Stainless steel racks
Dispatching	Loading bay area (Main Processing building)	Pallet jacks Cardboard boxes Automatic Polypropylene Strapping Machine Refrigerated truck(s)

Processing Steps for Chilled/Iced Whole Tunas	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Insulated tubs with ice (ice machine) Pallet jacks Covered trolley Hooks

Processing Steps for Chilled/Iced Whole Tunas	**Where on compound each step will occur**	**Equipment and materials need for each step**
		
	Port Elizabeth Habour	Refrigerated trucks Hooks Insulated tubs with ice (ice machine)
Weighing	Main Processing area 	Scales Stainless steel tables Hooks
Ice Slurry	Main Processing area	Hooks Insulated tubs with ice (ice machine)
Grading & Sorting	Main Processing area	Sashibo (tuna grader) Tuna grading board Thermometer Tag gun Knives Cutting board

Processing Steps for Chilled/Iced Whole Tunas	**Where on compound each step will occur**	**Equipment and materials need for each step**
Packaging	Main Processing area	Styrofoam boxes or cardboard boxes Ice packs Automatic Polypropylene Strapping Machine
Chill storage	Main Processing area/ Chill storage	a/c units (Main Processing area) Chill storage
Dispatch of packages	Loading bay (Main Processing building) 	Pallet jacks Refrigerated truck(s)

Processing Steps for Frozen Conch	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Insulated tubs Pallet jack Covered trolley

Processing Steps for Frozen Conch	**Where on compound each step will occur**	**Equipment and materials need for each step**
		
Weighing	Receiving area (main building) 	Scales log/invoice book
Cooling (ice slurry)	Outside**** 	Insulated tubs with ice (ice machine)

Processing Steps for Frozen Conch	Where on compound each step will occur	Equipment and materials need for each step
		
Gutting and washing	Conch building 	Stainless steel tables Stainless steel sinks Insulated tubs with ice Ice machine
Skinning and Ice Slurry	Conch processing room 	Stainless steel tables Stainless steel sinks Basket with ice Ice machine

Processing Steps for Frozen Conch	**Where on compound each step will occur**	**Equipment and materials need for each step**
Weighing and packaging (5lbs boxes)	Conch processing room	Cardboard boxes (5lbs size) Scales Stainless steel tables
Freezing and Cold Storage	Conch processing room Reefer container+++ 	Blast freezer Cold storage Stainless steel racks
Packaging (50lbs boxes) and Labelling	Conch processing room	Cardboard boxes (50lbs) Scales Stainless steel tables Automatic Polypropylene Strapping Machine
Dispatch of packages (50lbs boxes)	Loading bay area (conch building)	Pallet jacks Refrigerated truck(s)

Processing Steps for Frozen Conch	Where on compound each step will occur	Equipment and materials need for each step
		

****** This process is not acceptable under HACCP requirements for the control of potential hazards**

+++ This use depends on the availability of the cold storage equipment

Processing Steps for Frozen Conch Trimmings	Where on compound each step will occur	Equipment and materials need for each step
Receiving	Docking area	Insulated tubs Pallet jack Covered trolley
Weighing	Receiving (main building)	Scales log/invoice book
Cooling (ice slurry)	Outside****	Insulated tubs with ice (ice machine)
Gutting and washing	Conch building	Stainless steel tables Stainless steel sinks Insulated tubs with ice Ice machine

Processing Steps for Frozen Conch Trimmings	**Where on compound each step will occur**	**Equipment and materials need for each step**
Skinning and collection of trimmings	Conch processing room	Stainless steel tables Stainless steel sinks Basket with ice Ice machine
Weighing and packaging of trimmings (5lbs boxes)	Conch processing room	Cardboard boxes (5lbs size) Scales Stainless steel tables
Freezing and Cold Storage of trimmings	Conch processing room Reefer container+++	Blast freezer Cold storage Stainless steel racks
Packaging (50lbs boxes) and Labelling of trimmings	Conch processing room	Cardboard boxes (50lbs) Scales Stainless steel tables Automatic Polypropylene Strapping Machine
Dispatch packages of trimmings (50lbs boxes)	Loading bay area (conch building)	Pallet jacks Refrigerated truck(s)

****** This process is not acceptable under HACCP requirements for the control of potential hazards**

+++ This use depends on the availability of the cold storage equipment

Processing Steps for Fresh/Chilled Fish Fillets	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Baskets Pallet jack/ Covered trolley
Weighing	Receiving area (main building)	Scales log/invoice book
Ice Slurry Cleaning (gutting and scaling)	Conch building (receiving area) 	Ice machine Cutting boards Knives (fillet) Scalers/Scrappers Baskets/ perforated ribbon crates Insulated tubs
Filleting	Conch building (receiving area) or Main processing area***	Ice machine Cutting boards Knives (fillet) Scalers/Scrappers Baskets Insulated tubs
Washing and vacuum packaging	Main processing area	Vacuum sealer Stainless steel tables Stainless steel sinks Basket with ice
Chill Storage	Main processing area	Chill storage Stainless steel racks
Dispatch	Loading bay (main building)	Cardboard boxes Refrigerated truck(s)

*****Depends on the availability of the main processing area upon landing of those fish species to be processed into this product**

Processing Steps for Frozen (whole, sliced or fillet) Fish	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Baskets Pallet jack/ Covered trolley
Weighing	Receiving area (main building)	Scales log/invoice book
Ice Slurry	Conch building (receiving area)	Ice machine Baskets Insulated tubs
Cleaning (gutting & scaling) Filleting or slicing	Conch building (receiving area) or Main processing area***	Ice machine Cutting boards Knives (fillet) Scalers/Scrappers Baskets or perforated ribbon crates Insulated tubs
Vacuum packaging	Main processing area	Vacuum sealer Stainless steel tables Stainless steel sinks Baskets with ice
Freezing and Cold Storage	Main processing area or Reefer container	Blast Freezer Cold storage or Reefer container Stainless steel racks

Processing Steps for Frozen (whole, sliced or fillet) Fish	**Where on compound each step will occur**	**Equipment and materials need for each step**
Dispatch	Loading bay (main building)	Cardboard boxes Pallet jack Refrigerated truck(s)

*****Depends on the availability of the main processing area upon landing of those fish species to be processed into this product**

Processing Steps for Frozen Whelks in shell	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Baskets Pallet jack/ Covered trolley
Weighing	Receiving area (main building)	Scales log/invoice book
Freezing and cold storage	Main processing area or Reefer container+++	Blast Freezer Cold storage or Reefer container+++ Stainless steel racks
Packaging	Main processing area	Styrofoam boxes
Dispatch	Loading bay (main building)	Styrofoam boxes Pallet jack Refrigerated truck(s)

+++This use depends on the availability of the cold storage equipment

Processing Steps for Frozen Whelks meat	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Baskets Pallet jack/ Covered trolley
Weighing	Receiving area (main building)	Scales log/invoice book
Freezing and cold storage	Main processing area or Reefer container+++	Blast Freezer Cold storage or Reefer container+++ Stainless steel racks
Thawing, Removal from shell and cleaning	Main processing area	Ice machine Cutting boards Knives Baskets Insulated tubs
Vacuum packaging	Main processing area	Vacuum sealer Stainless steel tables Stainless steel sinks Baskets
Freezing and Cold Storage of vacuum packages	Main processing area	Blast Freezer Cold storage Stainless steel racks
Dispatch	Loading bay (main building)	Styrofoam boxes Pallet jack Refrigerated truck(s)

+++This use depends on the availability of the cold storage equipment

Processing Steps for Dry Salted Fish (Tuna, Marlin & Sailfish)	**Where on compound each step will occur**	**Equipment and materials need for each step**
Receiving	Docking area	Baskets Pallet jack/ Covered trolley
Weighing	Receiving area (main building)	Scales log/invoice book
Ice Slurry Cleaning (gutting and scaling)	Conch building (receiving area)	Ice machine Cutting boards Knives (fillet) Scalers/Scrappers Baskets/ perforated ribbon crates Insulated tubs
Filleting	Conch building (receiving area) or Main processing area***	Ice machine Cutting boards Knives (fillet) Scalers/Scrappers Baskets/ perforated ribbon crates Insulated tubs
Washing	Main processing area	Stainless steel tables Stainless steel sinks Baskets/ perforated ribbon crates with ice (ice machine)

Processing Steps for Dry Salted Fish (Tuna, Marlin & Sailfish)	**Where on compound each step will occur**	**Equipment and materials need for each step**
Salting	Main processing area	Insulated tubs
Drying	Outside 	Drying racks (covered with mesh)
Vacuum packaging	Main processing	Vacuum sealer Stainless steel tables Stainless steel sinks Baskets/ perforated ribbon crates
Labelling and Chilled Storage	Main processing	Chill storage Stainless steel racks
Dispatch	Loading bay area (main processing) or direct to customers	Retail outlet (needed) Insulated tubs Styrofoam boxes

*****Depends on the availability of the main processing area upon landing of those fish species to be processed into this product**

Processing Steps for Dry Conch (nails) Operculum	**Where on compound each step will occur**	**Equipment and materials need for each step**
Collection of conch nails from conch processing	Conch processing room	Stainless steel tables Stainless steel sinks Basket
Soaking in water (10 days)	Outside	Drums with covers
Cleaning (washing and chemical treatment of conch nails)	Outside	Baskets Insulated tubs or drums with covers
Drying of conch nails	Outside 	Drying racks (covered with mesh)
Packaging and Storage of conch nails	Package storage area (main building) ++	Plastic sacks

Processing Steps for Dry Conch (nails) Operculum	Where on compound each step will occur	Equipment and materials need for each step
Dispatch	Loading bay area (main processing)	

++ need an alternative/additional storage area for this product to prevent cross contamination of other packing materials

ANNEX 3

Evaluation Criteria

Note:

Proposals will be evaluated based on the weighted criteria below. A minimum technical score threshold of 70% must be achieved before financial proposals are reviewed.

Relevant Experience: 25%

- Similar (fisheries) projects
- Facility design with specialized equipment
- Supervision of construction & installation

Technical Approach & Methodology: 30%

- Design process clarity
- Sustainability & biosecurity integration
- Supervision protocols (QA/QC, safety, reporting)

Team Qualifications:25%

Project Management Capacity: 10%

- Timeline control
- Risk management
- Coordination with stakeholders

Value for Money: 10%

- Cost-effectiveness of design
- Equipment optimization
- Efficient supervision