

## MEMORANDUM

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|--------------|------------------------------------------------------------|
| Subject      | TC-1: Site visit details and structure of tender documents |
| Project      | Black Rocks Harbor Saba                                    |
| Project code | 118421                                                     |
| Date         | 9 January 2024                                             |

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### 1 SITE VISIT DETAILS

#### Site visit program

##### *Day 1: January 31<sup>st</sup> - plenary*

11:00 am: Introduction to the project

- Welcome
- Background and aim project
- Highlights of the scope of the project
- Explanation on the tender process
- Explanation of tender documents
- Reference design
- Available information

12:30 pm: lunch

13:00 pm: site visit Fort Bay

14:00 pm: site visit Black Rocks

15:00 pm: tender clarification meeting

16:00 pm: closing of day I

##### *Day 2: February 1<sup>st</sup>: Individual meetings*

#### Note that:

- Day 1 will start at location:

*Public Entity Saba - Administration Building*

*Power Street 1*

*The Bottom*

- Tenderers shall register for the site visit on 25 January 2024 at the latest via the Tendered dashboard.
- Tenderers interested in individual meetings shall indicate their interest on 25 January 2024 at the latest via the Tendered dashboard.
- Tenderers should present any Requests for Clarifications in writing as per Section 2.7, Volume I Prime Documents.
- All given presentations shall be shared on Tendered.

## 2 STRUCTURE OF TENDER DOCUMENTS:

NB: make sure to log in on Tenedernd to obtain the right structure of tender documents