



PREQUALIFIED TENDERING

DEVELOPMENT NEW AQUALECTRA WEBSITE

TENDER: RFP-2024-23164

Aqualectra N.V. ('Aqualectra') is the utility company of Curaçao, responsible for the production and distribution of electricity and water and the delivery of the accompanying services such as metering, installation and billing.

The requested services

Aqualectra is inviting well-experienced bidders to submit a proposal for the development of a new Aqualectra website. The development of the new website needs to position Aqualectra as a customer-centric, utility expert, and future-proof organization. Aqualectra is, like many other utility companies worldwide undergoing an energy transition, experiencing constant changes in its dynamics.

Tender approach

Public tender with prior selection.

Requirements

When registering for the project, the following data and/or documents must be submitted digitally. Aqualectra will send a "One Drive Folder", where the following is required from participants:

- Participants must provide a certificate of good conduct, issued by the Minister of Justice as referred to in articles 2 and 15 of the National Ordinance on judicial documentation and certificates of good conduct, not older than 6 months (VOG) or a Police report or certificate of good conduct;
- Proof of payment and/or compliance with payment of tax premiums, as issued by the tax authority. And proof of payment and/or compliance with social security premium payments, as issued by the SVB, not older than 3 months. Proof of the request to the tax authority and the SVB is sufficient;
- A certified extract from the Chamber of Commerce and Industry trade register, if it concerns a legal entity, not older than 3 months;
- A statement from the clerk of the court of first instance of the Joint Court of Justice indicating that the legal entity is not bankrupt or in liquidation, or that the activities have been discontinued or against whom a payment moratorium exists not older than 3 months;
- Participants proof to be financially stable and able to successfully complete the project without financial difficulties (i.e. Bank reference);
- Copy of passport of the company's registered representative;
- Organizational structure and education, professional qualifications of the company's personnel direct responsible for the project delivery;
- Participant must have proven experience developing websites and provide two references from projects completed within the past two years that demonstrate a user-centered (UX) design approach;
- Participant must possess certain technical skills, such as knowledge of programming languages (HTML, CSS, JavaScript), experience with content management systems (CMS) (e.g., WordPress, Drupal), and proficiency in web design and development;
- Participant must have experience in project management for the development of websites, explain how you adapt your project methodology to ensure clear communication and collaboration with clients throughout the project lifecycle;

- Outline your approach to website security, including measures to prevent data breaches and ensure ongoing maintenance. Describe your post-development website maintenance and support plans. Specify the level of support offered (e.g., bug fixes, security updates) and response timeframes.

Note: in case of not submitting or submitting incomplete versions of any of the above-mentioned documents, the respective company will be automatically disqualified."

Applications

The deadline for sending an email to contractingofservices@aqualectra.com by the interested parties to receive the "One drive Folder" link to upload the requested documents is **May 22, 2024**.

Aqualectra will send a "One Drive Folder" link by email on **May 24, 2024**, to the parties who have shown interest in the prequalified tendering. Through this "One Drive Folder," Participant have the opportunity to submit the required documents. Till **May 29, 2024, at 14:59 (GMT-4)** there is a possibility to upload the required documents.

At exactly **15:00 pm (GMT-4)** sharp it will no longer be possible to upload documents.

Selection for invitation to tender:

All received information will be used for the evaluation and selection of the bidders who will be invited to bid. A maximum of six (6) can be selected. If it turns out that there are more than six interested parties, the selection for invitation will be determined by drawing lots.

Invitation to tender

On behalf of Aqualectra, the first invitation for clarification and the tender documents will be sent on **June 7, 2024**, to the interested parties.

Information and clarification on tender

A clarification meeting will be held on **June 12, 2024**. The clarification minutes will be sent on **June 19, 2024**. The deadline for submitting clarifying questions is **June 26, 2024**. Aqualectra will send the answers to the clarifying questions to all participants simultaneously on **July 3, 2024**.

The deadline for the submission of the proposals including all required documents via the designated "One Drive Folder" is from **July 17, 2024, till July 24, 2024, at 09:59 am (GMT-4)**. The opening of the proposals will take place on **July 24, 2024, at 11:00 am (GMT-4)** during a TEAMS meeting and will be recorded.

The National Decree on procurement rules P.B. 2018, no.9 applies to this tender, unless deviation hereof is specifically expressed.