

REQUEST FOR PROPOSAL

Conservation Tips

IN THE KITCHEN

- A dripping faucet can waste up to 7,600 litres (2,000 gallons) of water per year.
- Wipe away gravy, grease and food scraps from plates and bowls before washing.
- If you wash dishes by hand, don't leave the water running for rinsing. If you have two sinks, fill one with soapy water and one with rinse water. If you have only one sink, gather washed dishes in a dish rack and rinse them with a panful of water. Similarly, don't let the faucet run while you clean vegetables. Just rinse them in a sink or a pan of clean water.

OUTDOORS

- Instead of washing drive-ways, sidewalks, gutters and steps, use a hard broom to sweep these areas.
- Don't use fresh water for your plants and garden. Save the rinse water from your kitchen or laundry, and do your watering in the early morning - this prevents fungus growth, which occurs when you water at dusk.
- Don't let your children play with taps, hoses and sprinklers. Their innocent frolic on a hot day could waste hundreds of gallons of precious water.
- Wash your car with a bucket of water and a rag, not a running hose.

GROUP HEALTH, LIFE & PERSONAL ACCIDENT INSURANCE

The National Water Commission invites tenders from suitably qualified insurance companies and brokers with experience in the provision of Group Health, Life and Personal Accident Insurance. Companies will be expected to provide quotations on the following in accordance with the specifications outlined in the terms of reference:

- **GROUP HEALTH INSURANCE**
- **GROUP LIFE & PERSONAL ACCIDENT INSURANCE**

Bids may be submitted for one, all or any combination of the components hereof. Bidders must possess a valid Tax Compliance Certificate (TCC) as well as current registration from the National Contracts Commission (NCC) indicating the entity's eligibility for GOJ Contracts.

Interested companies are required to collect documents from:

**The Purchasing Manager
National Water Commission
18 Oxford Road
Kingston 5
Tel: 926-5825-7, Fax: 929-1480**

Documents may be collected Monday to Friday between the hours of 9:00 a.m. and 4:00 p.m., commencing **Friday April 3, 2009**. Interested companies are required to pay a non-refundable fee of **\$3,000.00** in cash or manager's cheque when collecting documents.

Tenders must be submitted in plain, sealed envelope, clearly addressed:

**Tender: Group Health, Life & Personal Accident Insurance
"The Tender Box"
National Water Commission
18 Oxford Road,
Kingston 5**

Tenders will be received up to 10:00 a.m. on **Wednesday, April 29, 2009**, after which no further offers will be accepted. Opening of bids will take place at 10:15 a.m. on the same day, in the Conference Room at 18 Oxford Road. Bidders are invited to send a representative to the opening.

A Bid Security of 1.5% of the Tender Sum must accompany all Bids.

The "Tender Box" is located in the Cashier's Section, to the immediate left on entering the building at 18 Oxford Road.

NO LATE OFFERS WILL BE ACCEPTED.

THE NWC IS NOT OBLIGED TO ACCEPT THE
LOWEST OR ANY BID.

...serving you in so many ways



Water is life
...serving you in so many ways