



Palau Public Utilities Corporation

REQUEST FOR PROPOSAL RFP PUCW26-003 PUBLIC RESTROOM for PC DOCK at MEDALAI

Issued on	: August 12, 2026
Pre-Bid Conference	: August 20, 2026
Close on	: September 4, 2026
Request For Quotation No. (RFP No.)	: PUCW26-003
Employer	: Palau Public Utilities Corporation (PPUC) PO Box 1372, Oldiais Building, Medalaii, Koror Republic of Palau 96940
Country	: Republic of Palau

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1. EXECUTIVE SUMMARY

The Palau Public Utilities Corporation (PPUC) is seeking qualified contractor to undertake the new **Proposed Public Restroom at the PC Dock in Medalaii**. Interested contractors can submit sealed proposals beginning **August 12, 2026**, and no later than **September 4, 2026, at 4:00pm Palau time**. Sealed proposals must be submitted to the PPUC Main Office, located on the 2nd Floor of the Oldiais Building in Medalaii, Koror, Palau. **A mandatory pre-bid conference is scheduled on August 20, 2026 at the WO Operation Conference Room at 9:00AM.** Please note that any interested bidder who fails to attend this pre-bid site visit will be disqualified from submitting a proposal for this RFP. For inquiries, please contact Johanny Kurihara at **(680) 488-3870 ext. 2046** or via email at **j.kurihara@ppuc.com**. Additional details will be discussed during the pre-bid conference. PPUC reserves the right to implement further requirements and conditions during the site visit

2. PURPOSE

The Koror – Airai Sanitation Project (KASP) seeks to improve the environmental and public health in the project areas. The outcome of the project will be effective and sustainable sanitation services that targets to deliver the following outputs:

- Output 1: Effective, efficient, and sustainable sewage collection systems in Koror and Airai
- Output 2: Sewage treatment and disposal to meet Palau’s environmental standards
- ***Output 3: Safe and hygienic public toilet facilities in Koror are available (focus of this RFP)***
- Output 4: Effective project management

Currently there are about 10 public toilets in Koror. These areas have a range of usability conditions and some of them require significant rehabilitation or replacement.

- 1) Track & Field, Medalaii
- 2) Ernguul Park, Medalaii
- 3) Long Island Park, Medalaii
- 4) K-B Bridge, Koror side
- 5) T-Dock, Meketii
- 6) Old Seaplane ramp, Meyuns
- 7) Peleliu Club, Medalaii
- 8) Echang Dock, Ngerkebesang
- 9) Mechang Dock, Ngermid
- 10) Ngetkedam Dock, Ngerbeched

While it could be determined that the public toilets have been distributed appropriately in the sense that they are located in places where people tend to gather, due to recent development and concerns with cleanliness, there is a need to rehabilitate, restore, and even replace some of these facilities. Considering there is growing use of the PC Dock for both locals and tourists, it is prudent to improve the sanitation facilities in this area. Additionally, the PC Dock shares the same area with popular gathering areas, such as the “Short Island” and the Peleliu Club. These areas regularly host local/private

events such as family gatherings, birthday parties, fundraisers, house parties, and others. With the new Minatobashi bridge under construction and expected to be completed in 2027 and Koror State expressing plans to repurpose the old Minatobashi bridge area as a pedestrian area, there is a need to have public toilet accessible to the public. There is also quite the “foot traffic” of people traveling between Malakal - Koror, and currently there is no public toilet until you reach Ernguul Park. This facility will fill this void.

3. BACKGROUND

Palau is a small northern Pacific country. Of the 16 States in Palau, approximately 80 percent of the population resides in Koror. Koror and the capitol state of Palau, Melekeok, are the only areas that has a sewer system and network. All other areas utilize septic tanks for their sewage disposal.

The current sanitation infrastructure in Koror has seen major upgrades as a result of the Koror Airai Sanitation Project. Two toilets have been completed under this project making the PC Public Toilet the third facility to be built under the collaborative efforts between the Koror State Government and PPUC.

As a result, safe and hygienic public toilets are now available in arts of Koror for everyone to use including people with disabilities. In order to accommodate everyone in the community, this third public toilet to be built at the PC Dock shall be built to accommodate a 3:2 ratio of women to men stalls, a PWD friendly stall and access ramp, and a baby changing station.

4. SCOPE OF WORK

To demolish and remove existing structure and to construct new public restroom at Medalaii, Koror

1. Permitting and Approvals

- Obtain all necessary permits, licenses, and approvals required for the construction, demolition, and utility connections related to the project, ensuring full compliance with local regulations and standards.

2. Site Mobilization and Demobilization

- Mobilize personnel, equipment, and materials to the project site.
- Demobilize and clean the site upon project completion, including removal of temporary facilities and debris.

3. Demolition and Removal of Existing Structures

- Demolish and remove the existing public restroom consisting of two container units.
- Remove any existing water, sewer, and power lines that are no longer needed or are obstructive to the new construction, ensuring proper disposal or rerouting as required.

4. Construction of New Public Restroom

- Construct the new public restroom in accordance with the approved design and specifications, including:
- Foundation, structural framework, walls, roofing, and flooring.
- Installation of fixtures such as toilets, sinks, and lighting.
- Finishing works such as painting, tiling, waterproofing, and other surface treatments to ensure durability, hygiene, and weather resistance.
- Supply and install three 6-gallon capacity trash bins, one for each cubicle in the female restroom.
- Supply and install a 12-gallon trash bin for each restroom facility.

5. Utility Connections

- Connect the new restroom to existing water, sewer, and electrical systems according to the design specifications.
- Conduct testing and commissioning of all utility connections to ensure proper operation and compliance.

6. Turnover and Punch List Completion

- Upon completion of construction, conduct a thorough inspection with the client's project manager.
- Address and rectify any punch list items identified during inspection.
- Handover the fully completed and operational restroom facility to the client.

7. Warranty

- Provide a minimum of one (1) year warranty covering all structural defects and all installed parts and fixtures.
- Address any defects or issues that arise during the warranty period at no additional cost to the client.

Note: All work shall adhere to the approved design, specifications, and applicable standards to ensure quality, safety, and durability of the facility.

Attachment 1: Design of New Public Restroom

IV. PROPOSAL DETAILS:

To facilitate review of the proposals, the PPUC is asking each Bidder to submit its proposal(s) in conformance with the following:

The Statement of Qualifications/Cost Proposal (together) for supplying and construction work shall meet the following:

A. Format of proposals

1. A cover page with a table of contents

2. An executive summary page that identifies:
 - Test procedure and tools to be utilize.
 - Proposed time to start and how long it will finish the work, including all submittals required on this RFP.
 - Pricing Concepts summary
 - Payment Terms
 - Summarized scope of work and key assumptions.
3. Corporate Bio and history of technical expertise.
 - Key personnel
 - Personnel to be assign to the project
4. A proposal body that provides an overview and complete details of and extensive detailed description of each of the requirements of the RFP.
5. Provide quality control procedures during transit, and product and services quality assurances during the duration of the contract.
6. Other Proposal features which are unique and will contribute to the overall value of the offer or proposal.

B. Proposal Addendums

1. Capability and Qualifications
 - Provide annual reports that contain performance data that demonstrate Bidder's ability to fulfil the terms of the proposal.
 - Provide Audited Financial Statements of the last three (3) years.
 - Provide evidence of experience providing similar services in the area or the Pacific Rim.
 - Provide organizational chart, and qualification of key personnel.
2. Reference list and contact information (a minimum of Five References).
3. Credit history from a global credit agency.

C. Proposal Submission

The proposals shall be sealed in a package and should include:

1. The Bidder's information (i.e., Name, Address, and Contact) on the outside package
2. The RFP# on the outside of the package that should be submitted NO LATER THAN 04:00 PM of the CLOSING DATE-Palau Time.
 - a. [Note: The RFP # and Project Name should be in big fonts.]

- b. The sealed package should include the original proposal(s) for each or all packages plus five (5) copies.

The PPUC shall have the full right and authority to use any and all information contained in the RFP submittals for any other purpose it deems appropriate in its sole discretion, unless the Bidder clearly specifies the information in the Bidder's RFP which shall be used only for the limited purpose of evaluating the RFP, and so specifies in writing such information with the following statement: "This particular data/information furnished in connection with our proposal shall not be disclosed to any third party or for any per such data to the extent provided in the contract or as ordered by the Court.

All responses to the RFP will be held by PPUC in strict confidence until the contract to the successful Bidder has been executed, whereupon PPUC shall have ownership rights to all proposals received, as constrained.

Additional Requirements after contract execution:

- The contractor shall be required to submit within ten (10) calendar days the schedule of values of each work item and Gantt Chart with S- Curve to PPUC after the issuance of a Notice To Proceed (NTP). Within the same 10 calendar day period, the contractor shall submit a comprehensive Inspection and Test Plan (ITP). This plan must correlate to the contractor's schedule of values and detail the quality control procedure for all major structural milestone and specific construction phases. No major structural work shall commence until the ITP has been acknowledged or approved by PPUC-PPID.

5. CONTRACTOR REQUIREMENTS

The Contractor shall provide their own tools and equipment, mobilization and all materials needed to finish this project according to the Scope of Work as describe on Scope of Work.

A. Safe Working Procedures

Any persons working at this project must be provided with and wear personal protective equipment including but not limited to gloves, safety shoes and eye protection.

The Contractor will be fully responsible for the safety of their workers under this contract at all times.

6. OBTAINING RFP

Electronic copies of the RFP may be obtained by emailing the nominated Contact Officer below, or from the PPUC website www.ppuc.com. All prospective bidders are requested to provide their contact details (company name and website, contact person, email and telephone number) to ensure they receive any updates to the RFP.

PPUC will also issue hard copies of the RFP on request at Palau Public Utilities Corporation (PPUC), Oldiais Building, Medalaai, Koror PO Box 1372, Republic of Palau 96940.

Contact Officer:

The contact officer for this RFP is: **Ms. Johanny Kurihara**

Chief Procurement Officer (CPO)
PPUC
Oldiais Building, Medalaii, Koror
PO Box 1372

Republic of Palau 96940
Telephone No.:680-488-3870/3872
E-mail Address:j.kurihara@ppuc.com

7. PROPOSAL REQUIREMENTS

The Proposer shall submit a written proposal which includes:

1. A Title Page identifying the RFP No. and the Works to be provided;
2. An appreciation of the scope of work and activities required, and the methods proposed to be used to complete the works;
3. Summary of experience for the last three years.
4. Have a thorough experience with the Construction of facilities including electrical and plumbing
5. Key Personnel or Contact Personnel;
6. Proposed time to start after notification of award
7. Schedule of work (Gantt Chart with S- Curve) showing timeframes for the completion of the works, including any lead time required for arranging travel, accommodation, equipment etc.;
8. Fixed Lump Sum Price for works;
9. Other Proposal features which will contribute to the value of the offer.

8. SUBMISSION OF PROPOSALS

Interested Contractors may submit their sealed Proposal hardcopy to PPUC- Main Office, 2nd Floor, Oldiais Building, Medalaii, Koror, Palau 96940, or by email to the nominated Contact Officer. For inquiries regarding submission of quotations, please contact the PPUC Chief Procurement Officer as noted above.

9. PAYMENT TERMS

A. Payment terms shall be determined as follows:

- a. Bidder will prepare a price schedule based on lump sum payments based on project milestones
- b. Milestones will be determined at a minimum to be:
 - contract signing, submission of performance bond, and installation of project signage
 - 50% of work complete
 - 100% completion
- c. All payments shall be made after receipt of original invoice from contractor for each work phase, certified by a duly authorized PPUC representative

10. EVALUATION AND SELECTION PROCESS

All proposals received shall be evaluated by a specially convened committee. The following criteria (*NOT Necessarily in Order*) will be used to evaluate proposals:

1. Contractor's compliance with All the conditions and requirements of the RFP;
2. Qualifications including;
 - a) Company Business License and other pertinent documents of company registration;
3. Capability including;
 - i. Experience on Similar Project.
 - ii. Past Records on PPUC project.
 - iii. Proposed Project Schedule.
 - iv. Bid Bond.
4. Contractor's Preparedness;
 - b) On-site office management and site supervision (*if applicable*).
5. Proposed Total Cost – Lowest Conforming Bid; Cost detail breakdown

11. GENERAL CONDITIONS

- A. Suppliers are required to submit their proposals based upon the conditions expressed in these instructions
 - i. **Assignment of Contract:** The contract shall not be assigned to any party without prior written consent from PPUC.
 - ii. **RFP Modification:** This RFP does not commit PPUC to award a contract, to pay any costs incurred in the preparation of the proposal under this request, or to procure or contract for services. PPUC also reserves the right to accept or reject any or all proposals received under this request, to negotiate with qualified Bidder, or to cancel in whole or in part this RFP, if it is in the best interest of PPUC to do so. Prospective Bidder under this RFP may be required to participate in negotiations and to submit any price, or technical revisions to their proposals as may result from the negotiation process.
 - iii. **Performance & Payment Bond:** PPUC requires that all contractors with contracts in excess of \$50,000 should acquire performance and payment bonds tendered in a manner and through a surety acceptable to the PPUC Chief Executive Officer, which guarantees satisfactory completion of a project. The performance and payment bonds shall be in an amount equal to the total price specified in the contract. (*to be determined by PPUC*)
 - iv. **Transfer of property:** All proposals shall become PPUC property.
 - v. **Conformity:** The PPUC procurement regulations shall apply to all proposals and winning contractor shall be bound by them.

- vi. **Bid Bond:** Each project cost proposal must be accompanied by a certified check, cashier's check or proposal bond made payable to PPUC, in the sum of 10% of the aggregate cost of the proposal; such guarantee to be forfeited should the Bidder to whom the work is awarded fail to execute and deliver contract and for the payment of all persons performing labor or furnishing materials in connection therewith, and in all other respects perform the agreement created by the PPUC's acceptance of said proposal.
- vii. **Submission of the Proposal:**
 - 1. A cover page with a table of contents
 - 2. An executive summary page that summarizes the corporate history, contractor's ability to satisfy the requirements of this RFP, project cost and a synopsis of salient details required in this RFP.
 - 3. The proposals shall be sealed in a package and should include:
 - a. The Contractors information (i.e., Name, Address, and Contact) on the outside package
 - b. The RFP# on the outside of the package that should be submitted NO LATER THAN 4:00 PM of CLOSING DATE-Palau Time.
[Note: The RFP # should be in big fonts.]
 - c. The sealed package should include the One (1) *original plus five (5) copies* and One (1) USB Soft Copy of the proposal.
- viii. **Inquiries:** Any inquiries, requests, clarification, or additional information pertaining to this RFP shall be made in writing, by email or fax through the contacts provided

12. CONTRACT CLAUSES

A. All contracts shall, at a minimum, contain the following clauses:

- | | |
|---|--------------------------|
| 1. Governing Regulations | 14. Commencement of Work |
| 2. Penalties for Violation of Regulations | 15. Liquidated Damages |
| 3. Contract Disputes | 16. Schedule |
| 4. Gratuities | 17. Clear Title |
| 5. Kickbacks | 18. Taxes |
| 6. Representation of Contractor | 19. Force Majeure |
| 7. Concerning Contingent Fees | 20. Performance bond |
| 8. Changes | 21. Relationship |
| 9. Stop Work Order | 22. Entire Agreement |
| 10. Termination for Defaults or Convenience | 23. Assignment |
| 11. Approvals, Certificates, Permits and Licenses | 24. Subcontract |
| 12. Laws and Regulations | 25. Contracting Officer |
| 13. PPUC's right to inspect | |

13. CONTACT DETAILS

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Chief Procurement Officer

PPUC Admin Division

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APPENDIX 1- BID FORM

Letter of Quotation

Date: _____/_____/_____

RFP No.: **RFP-PUCW26-003**

PC Dock Public Restroom

To: **The Chief Executive Officer
Palau Public Utilities Corporation**

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the RFP, including Addenda issued in accordance (if any);
- (b) The price of our Bid, excluding any discounts offered in item (d) below is the sum of: *[amount of local currency in words], [amount in figures]*
- (c) Our bid shall be valid for a period of days from the date fixed for the bid submission deadline in accordance with the RFP, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (d) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (e) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (f) We accept full responsibility for the health and safety of persons employed by us in completing the works under this Quotation.

Name

In the capacity of

Signed

Duly authorized to sign the Bid for and on behalf of

Date

Appendix 2: SCHEDULES OF RATES AND PRICES

Price Schedules

General

1. The Schedules generally describe the works to be performed. Bidders shall be deemed to have read the RFP and visited the sites to ascertain the full scope of the requirements prior to filling in the price. The entered price shall be deemed to cover the full scope as aforesaid, including overheads and profit.
2. If bidders are unclear or uncertain as to any item, they shall seek clarification in writing prior to submitting their bid.

Pricing

1. Prices shall be entered in indelible ink, and any alterations necessary due to errors, etc., shall be initialled by the Bidder.
2. Bid prices shall be quoted in United States Dollars, in the manner indicated in the Bid Form of the RFP. For each item, bidders shall complete each appropriate column in the respective Schedules below.
3. Payments will be made to the Contractor in United States Dollars.
4. When requested by the Employer for the purposes of making payments or partial payments, valuing variations or evaluating claims, or for such other purposes as the Employer may reasonably require, the Contractor shall provide the Employer with a breakdown of any composite or lump sum items included in the Schedules.

COMPANY NAME, LOGO, AND ADDRESS

Name of Project :	Type of superstructure _____
Location :	Type of Substructure _____
Total Cost :	No. Of Span: _____
Source of Fund :	Dimension _____
Limits :	No. of floors <u>1</u>
Length :	
Classification :	
Starting Date :	No. of days to complete _____

EQUIPMENT		TOOLS			
NO.	DESCRIPTION	NO.	DESCRIPTION		
ITEM NO.	DESCRIPTION	UNIT	QTY.	UNIT COST	TOT. COST
A.	Other General Requirement				
A-1	Mobilization/Demobilization				
A-2	Temporary Facilities/Clearing				
A-3	Prov. For Safety and Health				
B	PUBLIC COMFORT ROOM				
B-1	BASE COARSE				
B-2a	STEEL WORKS (12MM)				
B-2b	STEEL WORKS (10MM)				
B-3	Structural Concrete (3000psi)				
B-4	FORMS AND SCAFFOLD				
B-5	MASONRY WORKS				
B-6	WOOD FRAME/ CARPENTRY WORK				
B-7	ROOFING WORK				
B-8	DOORS AND FRAMES				
B-9	WINDOWS				
B-10	ELECTRICAL WORKS				
B-11	PLUMBING				
B-12	PAINTING				
B-13	50lb thinset				
B-14	Natural STONE Wall Tile 6inx24in				
B-14A	ARTIFICIAL THATCH ROOFING 2'X2'				
B-15	COMPOSITE SIDING				
B-16	ceramic tile WORK				
B-17	MIRROR (30 X 36")				
B-18	EQPT/ RENTALS				
Breakdown Expenditures		AMOUNT			
LABOR COST					
MATERIALS					
ENG'G. & ADMIN. OVERHEAD					
CONST. SUPERVISION					
MANAGEMENT/SHIPMENT/CONTINGENCY					
TAX					
Survey & Prep. Of Plans					
			TOTAL		