

October 5, 2009

**REQUEST FOR STATEMENT OF QUALIFICATIONS
FOR ADVISORY SERVICES**

To Interested Firms:

The Puerto Rico Public-Private Partnership Authority of Puerto Rico (the "Authority") is requesting Statements of Qualifications from firms interested in providing advisory services to the Authority. The Statements of Qualifications should respond to the attached Request.

Selected Respondents will be placed in a list of qualified firms and may be appointed to serve as advisors to the Authority and/or any Participating Government Entity in connection with the establishment of a public-private partnership. Firms may also be engaged for financial advisory services, as the need might arise.

The Authority is interested in formulating a diverse pool of advisors that will assist the Authority in meeting its goals with respect to the establishment of public-private partnerships in Puerto Rico. Firms of any size are encouraged to respond.

Sincerely,

David Alvarez
Executive Director
Puerto Rico Public-Private Partnerships Authority

REQUEST FOR QUALIFICATIONS

Advisory Services List

for

PUERTO RICO PUBLIC-PRIVATE PARTNERSHIPS AUTHORITY

Issue Date: October 5, 2009

RFQ Number: 2009-001

Submission Location:

Responses to be mailed to:

Puerto Rico Public-Private Partnerships Authority
PO Box 42001
San Juan, PR
00940-2001

Hand delivered responses to be received at:

Puerto Rico Public-Private Partnership Authority
p/c Banco Gubernamental de Fomento para Puerto Rico
Centro Gubernamental Roberto Sánchez Vilella
Avenida De Diego, Parada 22

Submission Time:

Responses to be received at the above Submission Location on or prior to:
4:30 pm local time, November 6, 2009

Contact Person:

David Alvarez
Fax: (787) 728-0963

No telephone queries

TABLE OF CONTENTS	PAGE #
INTRODUCTION.....	4
ESTABLISHING THE LIST OF QUALIFIED ADVISORS.....	6
NATURE OF ENGAGEMENTS.....	8
SUBMISSION INSTRUCTIONS.....	11
RFQ TERMS AND CONDITIONS.....	14
APPENDIX A: MAINTENANCE AND USE OF THE LIST.....	17
APPENDIX B: RESPONSE AND EVALUATION GUIDELINES.....	20
APPENDIX C: RECEIPT CONFIRMATION FORM.....	22
APPENDIX D: DEFINITIONS.....	23

1.0 INTRODUCTION

1.1 Puerto Rico Public-Private Partnerships Authority

The Puerto Rico Public-Private Partnerships Authority (the “Authority”) was created by the Public-Private Partnerships Act, Act No. 29, approved on June 8, 2009 (the “Act”), for the purpose of implementing the public policy of the Commonwealth of Puerto Rico (the “Commonwealth”) of favoring the establishment of public-private partnerships (“PPPs”) in Puerto Rico. The Act sets forth policy to establish public-private partnerships for the completion of Priority Projects, to enhance the development and maintenance of infrastructure facilities, to allocate risks between the Commonwealth and potential proponents, to improve Government services and functions, to foster the job creation, and to promote the social and economic development and competitiveness of Puerto Rico.

The Authority will seek to establish PPPs in the following areas of Priority Projects:

- (1) The development, construction or operation of waste management systems, including methane recovery operations, as well as facilities for the management and disposal of non-hazardous and hazardous solid waste, such as: plants for recycling, composting, and converting waste into energy;
- (2) The construction, operation or maintenance of reservoirs and dams, including any infrastructure necessary to operate, produce, treat, and distribute water and any infrastructure for the production of hydroelectric energy and for sewage and potable water treatment plants;
- (3) The construction, operation or maintenance of existing or new plants for the production of energy that use alternate fuels other than oil or that use renewable energy sources, such as wind, solar and oceanic-thermal energy, among others, as well as the transmission of energy of any kind;
- (4) The construction, operation or maintenance of transportation systems of any kind, thoroughfare system or related infrastructure, including maritime or air transportation;
- (5) The construction, operation or maintenance of educational, health, security, correctional and rehabilitation facilities. When operating educational facilities, a Public-Private Partnership may be established if such Contract is executed exclusively with Worker-Owned Cooperative, a Special Employee-Owned Corporation, or a Nonprofit Entity;
- (6) The construction, operation or maintenance of affordable housing projects;
- (7) The construction, operation or maintenance of sports, recreational, tourist and cultural entertainment facilities;
- (8) The construction, operation or maintenance of wired or wireless communication networks for communications infrastructure of any kind;

(9) The design, construction, operation or maintenance of high-technology, informatics and automation systems; and

(10) The construction, operation or maintenance of any kind of activity or facility or service as may be identified from time to time as a priority project through legislation.

1.2 Purpose

As part of the implementation of the public policy of the Commonwealth to promote the creation of PPPs in Puerto Rico, the Authority plans to engage Advisors in roles related to the desirability and convenience evaluation of a potential PPP, procurement, technical engineering and environmental Advisory Services, and the financial transaction of PPPs, among others. This request for qualifications (“RFQ”) is being issued by the Authority to obtain information from suitably qualified individuals and/or firms interested in providing Advisory Services.

The principal purpose of the Authority’s List of Qualified Advisors (the “List”) will be to facilitate the identification and engagement of suitably qualified providers of Advisory Services for occasions when such services are required. The List will remain open to individuals and firms seeking to be added (as explained in Appendix A – Maintenance and Use of the List) after the initial establishment of the List. The information provided by all Respondents will be used to establish the List.

1.3 Eligibility

Only interested individual firms may submit Responses to this RFQ. Advisors will be listed on an individual basis. Therefore, the Authority will not accept Respondents that put forward the names of multiple Candidates or submit as consortiums, joint ventures or partnerships.

1.4 Nature of Work

The information provided will be used to establish a List of potential Candidates for a variety of Advisory Services, which may include but will not be limited to: the desirability and convenience evaluation of potential projects, engineering and environmental services, the project procurement process, the financial evaluation of projects, Partnership Contract negotiation and closing of PPP projects. These projects will be limited to Priority Projects or a project related to a Function, Facility or Service (in each case, as defined in the Act) suitable for a PPP based on a determination by the Authority. The List will include the following categories of Advisory Services, as described in Section 3:

- Desirability and convenience evaluation advisory services
- Corporate advisory services
- Business case development
- Procurement-related services
- Legal
- Engineering and environmental advisory services

2.0 ESTABLISHING THE LIST OF QUALIFIED ADVISORS

2.1 Establishing the List

Interested firms in providing Advisory Services to the Authority should follow the submission instructions detailed in Section 4, and provide the information requested in Appendix B. The Authority will review and classify the Responses. The Authority will establish a List of Qualified Advisors based on the review and classification of Responses.

2.2 Evaluation Guidelines

The Authority will consider Respondents for eligibility on the basis of the information presented in the Response and any subsequent clarifications and reference checks. Detailed guidelines are presented in the Response and Evaluation Guidelines in Appendix B. Respondents should provide the necessary information to support each criterion or guideline in the Response.

2.3 Review Process

All Responses will be reviewed for completeness in accordance with Appendix B. Each Response will be reviewed by the Authority, in accordance with the Response and Evaluation Guidelines and may take into consideration the following:

- Documents submitted in response to this RFQ;
- Information, provided in writing, in response to questions asked by the Authority; and
- Reference and background checks

The Authority may, at its sole and absolute discretion:

- Conduct reference checks;
- Take into consideration information from other sources;
- Seek clarification from any or all Respondents;
- Request meetings with any or all Respondents

2.4 Notification of Results

The Authority will notify Respondents in writing of the results once the review is completed List finalized.

2.5 Maintaining the List

Any individual or firm may submit their qualifications for consideration to be added to the List at any time during such time as the Authority maintains the List. However, to ensure consideration for the upcoming projects, firms are encouraged to submit their statements of qualification within the period specified on the cover of this RFQ. Responses received after the Submission Time will be assessed after the completion of the initial RFQ evaluation process and at the discretion of the Authority. The List is expected to be in place for a period of approximately 12 months from the Submission Time of this Request for Qualifications. Any individuals or firm can also submit amendments to their Response during this time.

Responses received after the Submission Time will be assessed after the completion of the initial RFQ evaluation process and at the discretion of the Authority.

2.6 Use of the List

Information on how this List will be used is set out in Appendix A.

3.0 NATURE OF ENGAGEMENTS

The nature and scope of the Advisory services will vary depending on each assignment and the Authority's needs. The scope of an engagement may include some or all of the services and activities set forth below:

Categories of Advisory Services

Category	Examples
Desirability and Convenience Evaluations of Potential PPP projects (standard methodology and template established by the Authority)	General Description of Function, Installation or Service Justification of project, desirability and convenience analysis. Historical trends and forecasts Feasibility and cost-benefit Environmental, geographic and/or urban impact Initial financial evaluation and considerations Other analysis as required by the PPP Act and / or the Authority
Corporate Advisory	Tax Accounting Policy
Business Case Development	Procurement Options Analysis Risk Analysis/Discount Rate Multiple Criteria Analysis Financial Modeling, Public Sector Comparator, Shadow Bid PPP Deal Structuring Funding Analysis
Procurement	Financial/Commercial Support PPP Deal Structuring Payment Mechanism Tolling Structures Evaluation Criteria & Methodology Financial Evaluation Support Negotiations Financial Modeling, Public Sector Comparator, Shadow Bid Post-financial close advice
Legal	Documenting RFQs and RFPs Negotiating letters of intent Negotiating agreements Term sheets Contract
Specialized Engineering and Environmental Advisory Services	Evaluation and preparation of design-build Travel or traffic demand forecasting Simulation of highway and transit networks Qualification of environmental impacts Advisory on different technical studies and requirements Permitting process Advisory on environmental requirements and compliance Declaration of Environmental Impacts Other technical matters as required by Act /Authority

The Authority intends to identify prospective providers of Advisory Services with experience relevant to the planning and implementation of infrastructure-related Priority Projects in a wide range of sectors, such as:

- Water: potable water, water reservoirs, wastewater, water treatment, transmission, other.
- Waste management systems
- Power plants that use alternative sources of energy or renewable sources of energy
- Transportation systems: highways, mass transit, roads, bridges
- Health, security, education, correctional facilities
- Affordable housing projects
- Facilities for sport, recreation, tourism and cultural activities
- Ground and wireless communication systems
- High technology information and mechanical systems
- Any other kinds of activity, facility or service identified as a Priority Project through the PPP Act.

4.0 SUBMISSION INSTRUCTIONS

4.1 Submission Time and Location

Responses will be received at the Submission Location as stated on the cover sheet of this RFQ. Responses received after the Submission Time will be assessed after the completion of the initial RFQ evaluation process and at the discretion of the Authority.

Responses are to be submitted by hand, mail or courier. Each Response is to be delivered in a package or envelope clearly labeled as follows:

“RFQ No. 2009-001: Advisory Services List”

“Contact Person: David Alvarez”

“Submission Location” – should correspond to the selected submission address as shown on this RFQ cover page

The submission should clearly show the name and mailing address of the Respondent.

Responses sent by fax or email will NOT be accepted.

4.2 Mandatory Requirements

Each Response must comply with the following Mandatory Requirements:

Each proposal must:

1. Be in English or Spanish
2. Include a cover letter signed by the Authorized Representative

Responses that are substantially non-compliant will not be evaluated.

4.3 Response Format and Content

Respondents must provide a response to every question and information and data requests included in the RFQ or explain the reason for not providing a particular response. The Respondent must identify the question being answered in the introduction of the response to each question. Responses must be submitted on 8.5” x 11” paper and limited to twenty (20) single-sided, 1.5 line spaced pages, excluding appendices, using a typeface font of no less than 12. Respondents should submit five (5) hard copies and one (1) electronic copy (pdf version on CD) of each Response. Each of the five complete hard copies of the Submission should be on paper. Submissions may be sent in binders.

Detailed information on the content of Responses is included in Appendix B.

4.4 Receipt of Complete RFQ

Respondents are responsible for ensuring that they have received the complete RFQ, as listed in the Table of Contents of this RFQ. Responses will be considered on the basis of the entire RFQ. The Authority accepts no responsibility for any Respondent lacking any information.

4.5 Receipt Confirmation Form

Respondents are advised to fill out and return the attached Receipt Confirmation Form (Appendix C). All subsequent information regarding this RFQ, including changes made to this document will be posted on the Authority's website at www.p3.gov.pr.

4.6 Inquiries

All communications or inquiries about this RFQ must be made by the Respondent's Authorized Representative (as identified in Appendix C: Receipt Confirmation Form) in writing or fax, to the Contact Person, as noted on the title page of this RFQ. ***No telephone inquiries will be accepted.***

The Authority reserves the right to:

- Not provide a response; or
- Communicate the inquiry and any answers to all other Respondents.

The Authority is not responsible for any error that may occur from submission of communications or inquiries.

Deliveries of communications or inquiries at the office of the Contact Person will be accepted weekdays from 8:30 a.m. to 4:30 p.m. (local time) and shall clearly state "Request for Qualifications –Advisory Services – RFQ Inquiry".

4.7 Fax and Email Communication

The following provisions shall apply to any communications with the Contact Person or the delivery of documents to the Contact Person by fax where such fax delivery is permitted by the terms of this RFQ:

1. The Authority does not assume any responsibility or liability to any Respondent:
 - for ensuring that any facsimile transmission equipment system being operated for the Authority is in good working order, able to receive transmissions, or not engaged in receiving other transmissions such that a Respondent's transmission cannot be received; and/or

- if a permitted fax is not received by the Authority, or received in less than its entirety, within any time limit specified by this RFQ.
2. All permitted fax communications with or delivery of documents to the Contact Person will be deemed as having been received by the Contact Person on the dates and times indicated on the Contact Person's facsimile transmission equipment or electronic equipment.

4.8 Unofficial Information

Information offered from sources other than the Contact Person with regard to the content, intent or interpretation of this RFQ is not official, may be inaccurate, and should not be relied on in any way, by any person or firm, for any purpose. Moreover, oral communications with the Authority's officers and employees non-binding on the Authority and shall in no way exempt the Respondent from obligations set forth in this RFQ.

4.9 Addenda

The only means of amendments to this RFQ is by written addenda. Only the Authority, through the Contact Person, is authorized to amend or clarify this RFQ by issuing an Addendum. No other employee or agent of the Authority is authorized to amend or clarify this RFQ. The Authority may, at its absolute discretion through the Contact Person, and with notice in writing to interested parties, amend or clarify the terms or contents of this RFQ before the Submission Time. The Authority will post each Addendum on its website at www.p3.gov.pr and will make reasonable efforts to deliver each addendum to all such interested parties. The Authority makes no guarantee of timely delivery of any Addenda to any person or firm.

4.10 Inconsistency between paper and Electronic Form

If there is any inconsistency between the paper form of a document issued by or on behalf of the Authority and the digital, electronic or other computer readable form, the paper form of the document prevails.

4.11 Revisions to RFQ Responses prior to the Submission Time

Revisions to RFQ Responses may be made at any time prior to and after the Submission Time. See Appendix A, Section 1.2.

5.0 RFQ TERMS AND CONDITIONS

5.1 No Contract or Engagement

This RFQ does not constitute an offer to enter into a Contract or Engagement with any individual or firma and no Contract or Engagement of any kind is formed under, or arises from, this RFQ.

5.2 Public Record

All materials submitted in response to this RFQ become property of the Authority and shall not be returned. The documents and other records submitted to the Authority are part of the public record and subject to public disclosure; accordingly, information submitted should be expected to be subject to public availability. Written requests for confidentiality, however, can be submitted to the Contact Person and will be considered by the Authority as provided in the Act.

5.3 Confidentiality of Information

Information associated to the Authority or a Participating Government Entity obtained by the Respondent as a result of participation in this RFQ is confidential and must not be disclosed without prior written authorization from the Authority or such Participating Government Entity (as applicable).

5.4 Cost of Preparing Responses

The Authority is not responsible for any expense incurred in preparing and submitting a response to this RFQ or taking any action in connection with the selection process, or for the costs of any services performed by any Firm prior to the execution of a contract with the Authority. Moreover, each Respondent acknowledges that it is solely responsible for all costs it incurs in preparing a Response, including costs of providing information requested by the Authority, and for subsequent negotiations or competitions arising from, or in connection with, a Contract, if any.

5.5 Reservation of Rights

The Authority reserves the right, in its sole and absolute discretion, to:

1. Change or amend the scope of work set forth in this RFQ;
2. Cancel or suspend this RFQ process or any or all stages, at any time for any reason;
3. Accept or reject any Response based on the evaluation guidelines and as determined by the discretion of the Authority;
4. Waive any defect as to form or content of this RFQ or any response thereto;
5. Not accept any or all Responses;
6. Select a Respondent that will best meet the Authority's needs, regardless of differences in fees and expenses among responders to this RFQ;

7. Reject all or any Responses without any obligation, compensation or reimbursement to any Respondent or any of its team members;
8. Re-advertise for new Responses, call for tenders, or enter into negotiations for work of a similar nature;
9. Make change to the terms of the business opportunity described in this RFQ;
10. Extend any date, time period or deadline provided in this RFQ, upon notice to all Respondents;
11. Cancel the List of Advisory Service providers at any time without entering into any Contracts or Engagements.

5.6 Restriction of Damages

Each Respondent agrees that:

1. In the event that any or all Responses are rejected, or this RFQ is modified, suspended or cancelled for any reason, neither the Authority nor any of its employees, advisors or representatives will be liable, under any circumstances;
2. The Respondent waives any and all Claims whatsoever, in the event that the Respondent is rejected or is not successful in this RFQ or for any other reason; and
3. The Respondent will not make any Claim against the Authority or its employees, advisors or representatives in excess of an amount equivalent to the reasonable costs of preparation of the Responses for any matter relating to the RFQ process, specifically, with respect to circumstances not listed in the subsection 1 and 2.

5.7 Disclosure

1. The Authority is committed to a transparent process, while understanding the Respondents' need for protection of confidential information. Respondents will cooperate and extend all reasonable accommodation for the Authority to carry out this endeavor.
2. The Authority will disclose the following information: the RFQ document, the total number of Respondents and the number of Respondents by category of Advisory Services.
3. All public information generated in relation to the process, including communications with the media and the public, must be coordinated with, and is subject to prior approval of the Authority.

5.8 No Obligation to Accept

The Authority is not obligated to accept a Response where, at the discretion of the Authority:

1. It is not in compliance with the requirements of this RFQ; or
2. It includes a false or misleading statement, claim or information; or
3. Background checks:

- Reveal any false statements in the Response; or
- Reveal any criminal affiliations or activities that in the sole opinion of the Authority interfere with the integrity of the List.

5.9 No Unauthorized Communication

All or any communications with respect to this RFQ must be made by the Respondent's Authorized Representative by fax, to the Contact Person, as noted on the title page of this RFQ. ***No telephone inquiries will be accepted.***

Respondents will not communicate directly or indirectly on matters related to this RFQ with any representatives of the Authority, or any other government employees involved in the Competitive Selection Process.

The Authority, at its sole and absolute discretion, may at any time, but not be required to, reject any Response by a Respondent that engages in lobbying with respect to this RFQ.

5.11 No Collusion

Each Respondent is held responsible to ensure that its participation in this RFQ process is conducted without collusion or fraud.

APPENDIX A: MAINTENANCE AND USE OF THE LIST

1. MAINTENANCE OF THE LIST

1.1 Changes to the List

The Authority may, at its sole discretion, and from time to time:

1. Extend the period for which the List is valid;
2. Invite additional Candidates to submit their materials;
3. Classify Candidates on the basis of their stated areas of expertise;
4. Request or permit one or more Candidates to submit updated or additional information, including fee information;
5. Update the List based on revised eligibility criteria; and
6. Update the List at any time by adding new Candidates and removing Candidates from the List.

1.2 Candidate Changes

Candidates named to the List are requested to promptly notify the Contact Person in writing and by fax of any material changes to the information contained in their Submission. The Authority may, but will not be obligated to, update the List, at any time, in its discretion, to reflect such changes.

1.3 Withdrawal from the List

Any Candidate may withdraw its name from the List at any time by notifying the Contact Person in writing by fax. Similarly, the Authority may remove any Candidate from the List at any time, by notifying the Candidate in writing.

2. USE OF THE LIST

The Authority may, at its discretion, and from time to time:

1. Use the List to identify providers of Advisory Services with experience in specific projects or tasks;
2. Use the List on behalf of a Participating Government Entity; or
3. Make the List available to a Participating Government Entity in connection with public-private partnership projects, capital projects, proposed projects, distinct tasks in connection with

projects, or related policy development. The retention and instruction of Candidates in association with specific projects will be at the discretion of the Participating Government Entity.

The Authority and the Participating Government Entity will have the right, at their discretion, to:

1. Invite any or all of the Candidates on the List to participate in selection processes for one or more projects;
2. Develop and implement processes and criteria for identifying, classifying, and selecting Candidates from the List;
3. Select Candidates to enter into one or more Contracts directly from the List; in accordance with the Authority's procurement policies;
4. Not engage any Candidates in connection with a project or task;
5. Not utilize the List in any way whatsoever, including without limitation, by not selecting any Candidates to enter into, or by not inviting any Candidates to compete for any one or more Contracts;
6. Employ other means or mechanisms to identify prospective Advisory Services external to the List or otherwise engage Advisory Services external to the List, in connection with any public-private partnership project, capital project, proposed project, distinct tasks in connection with projects, or related policy development; and
7. Screen Candidates for conflicts of interest or other relationships that require them to commit to strict confidentiality obligations.

There is no obligation whatsoever on the Authority or the Participating Government Entity to:

1. Contact any one or more Candidates on the List;
2. To consider or invite any one or more Candidates to enter into, or compete to enter into, any Contracts or Engagements; or
3. To enter into one or more Contracts or Engagements.

3. Limitations

The Authority, in establishing and maintaining the List and the information contained in the List, in classifying Candidates on the List, in distributing or giving access to the List as contemplated in this RFQ, and in permitting Government Entities to utilize and give access to the List to others, is neither intending to, nor endorsing, recommending or otherwise making any representation, express or implied as to the List, of any or all the Candidates in the List.

APPENDIX B: RESPONSE AND EVALUATION GUIDELINES

Section	Title	Contents
1.	Contact Information	<p>Provide the name and contact details for the Authorized Representative of the Respondent.</p> <p>Please note: The Authorized Representative of the Respondent will be the only contact person to receive communication from the Authority regarding this RFQ.</p> <p>Authorized Representative:</p> <ul style="list-style-type: none"> • Name • Company • Mailing/Courier Address • Telephone Number • Fax Number • E-mail address
2.	Experience on assignments of significant scope, scale or complexity	<p>Provide a current CV (of no more than three (3) pages) for each person who would typically lead an Advisory assignment. Please include, at a minimum, the following information:</p> <ul style="list-style-type: none"> • Name • Professional experience • Professional or technical designation(s), if any • Education/qualifications <p>Provide the following information for relevant assignments completed within the last three (3) years. Please limit responses to 2 pages or less, per project.</p> <ol style="list-style-type: none"> 1. Relevant Advisory Services or infrastructure project experience in the following areas: <ul style="list-style-type: none"> • Transportation • Energy • Water related projects • Ports and Airports projects • Waste-Management projects • Affordable housing projects • Real Estate development, facility renewal and maintenance • Health, security, education, correctional facilities • Ground and wireless telecommunications • Facilities for sports, recreation, tourism and cultural activities • High technology information and mechanical systems 2. Project name and location (City, Province/State, Country);

		<ol style="list-style-type: none"> 3. Project description (including date, contract method, i.e. public-private partnership; design-build, etc.) and current status; 4. Project capital cost (estimated in \$USD); 5. Describe specific Advisory role in the project
3.	Professional reputation as a credible provider of Advisory Services	<ol style="list-style-type: none"> 1. Provide overall description of corporate capabilities; 2. Indicate areas of expertise and specialization; 3. References (including client name, contact name, location, phone number, and email address) for each of the above projects; and 4. References may be asked to verify the information in the Submission and attest to the Respondent's relevant professional experience.
4.	Areas of Advisory Services	<ol style="list-style-type: none"> 1. Indicate specific capabilities in the category of Advisory Services (as they are presented in Section 3.0) that your firm has selected in this RFQ (one page per Advisory Services category)

APPENDIX C: RECEIPT CONFIRMATION FORM

REQUEST FOR QUALIFICATIONS

Advisory Services

RFQ No.: 2009-001

For any further distributed information about this RFQ, return this form as soon as possible to:

Attention: David Alvarez

MAIL ONLY	COURIER/BY HAND
Puerto Rico Public-Private Partnerships Authority PO Box 42001 San Juan, Puerto Rico 00940-2001 Attention: David Alvarez	Puerto Rico Public-Private Partnerships Authority Roberto Sánchez Vilella Government Center De Diego Avenue, Stop 22, San Juan, Puerto Rico 00907 Attention: David Alvarez

Fax: (787) 728-0963

COMPANY: _____

MAILING ADDRESS: _____

CITY: _____ POSTAL CODE: _____

PROVINCE/STATE: _____ COUNTRY: _____

FAX NUMBER: (___) _____

PHONE NUMBER: (___) _____

E-MAIL ADDRESS: _____

AUTHORIZED REPRESENTATIVE: _____

Unless it can be sent by fax or email, please send any further correspondence about this RFQ by:

Courier Collect: Courier Name and Account No. _____

SIGNATURE: _____ TITLE: _____

APPENDIX D: DEFINITIONS

Capitalized terms used in this regulation but not defined herein will have the meaning given to such terms in the Act.

In this RFQ:

- “Addenda” or “Addendum” means each and every written document issued by the Contact Person for the purpose of amending or clarifying this RFQ;
- “Authorized Representative” means the person(s) or firm(s) having the authority to legally bind the Respondent;
- “Authority” means the Puerto Rico Public-Private Partnerships Authority;
- “Candidate(s)” means any Respondent who is included in the List of Qualified Advisors;
- “Claim” means any claim, demand, liability, damage, loss, suit, action, or cause of action and all costs and expenses relating thereto;
- “Competitive Selection Process” means the overall process for the selection of a preferred proponent for an engagement, including, but not limited to, the RFQ;
- “Contact Person” means the person identified as such on the RFQ cover page;
- “Contract or Engagement” means a written contract executed by a Candidate and by the Authority or a Participating Government Entity as the case may be, for the performance of Advisory Services;
- “Disqualify” means exclusion of a Response from a Respondent by the Authority from the Competitive Selection Process;
- “Evaluation Guidelines” means the Response and Evaluation Guidelines defined in Appendix B;
- “List of Qualified Advisors” also mentioned as the “List” in this RFQ, means the list of Respondents, prepared and maintained by the Authority, who have satisfied the review and classification committee that they possess the qualifications described in this RFQ for being added to, and staying on, that list;
- “Mandatory Requirements” means the requirements identified in Section 4.2;
- “Advisory Services” means the services described in Section 3;

“Receipt Confirmation Form”	refers to the form in Appendix C;
“Request for Qualifications”	(also “RFQ”), means this document, and any appendices attached to it, as they may be amended from time to time by the Authority;
“Respondent(s)”	means an individual or firm who submits a Response to this RFQ;
“Response”	means the formal response by a Respondent to this RFQ and is the statement of information that substantially complies with the form and content requirements of this RFQ;
“Submission”	means the formal submission by a Respondent in response to this RFQ;
“Submission Location”	means the location identified as such on the RFQ cover page;
“Submission Time”	means the time and date indicated as such on the RFQ cover page.
“PPP”	means Public-Private Partnership