

# GUYANA GOLD AND DIAMOND MINERS ASSOCIATION



29 North Road, Bourda, Georgetown, Guyana S.A

Tel: 592-225-2217, 592-225-1828

Email: [minersassociation@yahoo.com](mailto:minersassociation@yahoo.com)

## REQUEST FOR PROPOSALS (RFP)

**Title:** Gold Circuit Sampling–GGDMA/CI-GEF Planet Gold Project

**Type:** Firms and Individuals

**Procurement:** Competitive

**Duration:** Two weeks

**Date of Issuance:** December 2022

**Overall Objective:** The objective of this consultancy is to conduct regular metallurgical analyses of a mobile mineral processing plant demonstration circuit within Region 7 Kaburi.

---

### 1. Background

The GGDMA and Conservation International Foundation Guyana Inc. (CI-Guyana) with support from the Global Environmental Facility (GEF) is collaborating to execute a project titled “GGDMA Responsible Mining Project”. The project aim is to reduce the use of mercury in mining by encourage the adoption of improved mining practices.

The project is part of the Responsible Mining Initiative (RMI), coordinated by CI-Guyana, that aims to foster greater responsibility and sustainability in Guyana mining sector by reducing negative impact on the forest and the use of mercury while improving productivity and profitability.

Under the GGDMA/CI-Guyana GEF-Gold project collaboration, the GGDMA aims to develop, and promote a demonstration site where the RG 30 mobile mineral processing technological system will be demonstrated to the small and medium-scale miners.

The project has four strategically linked components:

1. Establishing, operating, and promoting a demonstration site.
2. Design a data collection and management system and monitoring and analysis of data from the site.
3. Develop communication and awareness materials and
4. Organize and host responsible mining conferences

Website: [www.ggdma.com](http://www.ggdma.com)



633-7111



Guyana Gold and Diamond Miners Association.

## 2 Project Overview

The small and medium-scale gold mining industry in Guyana plays an important role in the national and local economies. It generates approximately 50% of all of the country's foreign exchange, has extensive backward and forward linkages to the retail and service sectors, and feeds an artisanal value-added goldsmith industry. The industry is also the main source of employment and revenue for hinterland communities, including indigenous communities, and provides direct employment for at least 20,000 coastland residents, many of whom are the main breadwinners for their families.

Notwithstanding the economic and social benefits, the way mining is currently carried out causes environmental problems. There is a fundamental need to improve the efficiency in exploration, mineral processing, occupational health and safety, and environmental management. The project seeks to encourage miners to adopt best mineral exploration and processing methodologies and technologies to increase their efficiency and reducing negative environmental impacts. Further the use of mercury in the gold recovery process, often leads to mercury getting into waterways and rivers which results in poisoned fish, often consumed by nearby communities.

Through the establishment of demonstration site, the project aims to demonstrate to miner's mercury-free gold processing technology/circuits, which could lead to the increase recovery and efficiency. In addition, the mercury-free process would protect the health of miners and their families.

To monitor gold production in the mineral processing circuit, metallurgical analysis must be done. This is the process of assaying samples of materials to estimate the amount of gold passing through each piece of equipment along the circuit. This information will inform the optimization of the circuit. Moreover, good sampling techniques and quality control are necessary to preserve the integrity of the data and the conclusions drawn from its analysis.

## 3. Scope of Work

To realize the above stated objectives, the Consultant will be required to undertake the following specific activities:

1. Attend a meeting to discuss and agree on schedule of activities and to clarify issues.
2. Create a sample collection plan based on the circuit set up and site layout.
3. Secure samples and report on data collected on each sample.
4. Assay samples and submit reports that will identify gold content and any other relevant data.



#### 4. Deliverables

	Deliverables/Reports	Due Date
1	A report including a plan of work for the execution of the consultancy. The Report must include: a. Sample plan with sampling period, sample points, amount of samples and interval. b. Sample Preparation for Analysis. c. Quality Control.	Day of signing of the agreement.
2	A report on data collected on each sample.	One week after sample collection.
3	A final report on the mineral content of each of the sample collected and analysed.	Two weeks after sample collection.

#### 5. Submission Details

- a. **Deadline.** Proposals must be received on or before **December 23<sup>rd</sup> 2022 no later than 3 PM**. Late submissions will not be accepted. Proposals can be submitted via email to [minersassociation@yahoo.com](mailto:minersassociation@yahoo.com) or delivered hard copy to the GGDMA office located on 29 North Road Bourda. All proposals are to be submitted following the guidelines listed in this RFP.
- b. **Amendments.** If at any time prior to the deadline for submission of proposals, GGDMA may, for any reason, modify the RFP documents by amendment which will be posted to the GGDMA website and/or communicated via email.

#### 6. Minimum Requirements

1. An advanced Degree in Geological Engineering with at least 2 years working experience particularly in geological exploration, grade control and geological sampling OR
2. A Bachelor Degree in Geological Engineering with at least five years working experience particularly in geological exploration, grade control and geological sampling.



## 7. Proposal Documents to Include

1. Signed cover page on bidder's letterhead with the bidders contact information.
2. Signed Representation of Transparency, Integrity, Environmental and Social Responsibility (Attachment 1)
3. Technical Proposal.
  - i. Demonstrated experience through past performance. Please include descriptions of similar projects or assignments undertaken recently.
  - ii. Qualifications of Key Personnel. Please attach CVs that demonstrate how the proposed team meets the requirements listed in section 6 (Minimum Requirements).
  - iii. Technical Approach, Methodology and Detailed Work Plan. The Technical Proposal should describe in detail how the bidder intends to carry out the requirements described in the Scope of Work.
4. Financial Proposal in response to the Deliverables listed above.

## 8. Evaluation Criteria

In evaluating proposals, GGDMA will seek the best value for money considering the merits of the technical and costs proposals. Proposals will be evaluated using the following criteria:

Evaluation Criteria	Score (out of 100)
An advanced Degree in Geological Engineering with at least 2 years working experience particularly in geological exploration, grade control and geological sampling <b>OR</b> A Bachelor's Degree in Geological Engineering with at least 5 years working experience particularly in geological exploration, grade control and geological sampling	25
Clarity of methodology presented: logic of plan and sequence of activities	10%
Demonstration of past performance including recent experience doing similar work?	20%
Alignment of proposed personnel with the specific technical expertise required for the assignment?	20%
Experience in the preparation of Technical Reports that reflect analysis of gold deposits in ore samples	15%
Cost Proposal	10%



## 9. Proposal Timeline

RFP Issued	December 6, 2022
Complete proposals due to GGDM	December 23, 2022
Final selection	December 30, 2022

## 10. Resulting Award

GGDMA anticipates entering into an agreement with the selected bidder by **December 30 2022.**

This RFP does not obligate GGDMA to execute a contract, nor does it commit GGDMA to pay any costs incurred in the preparation or submission of the proposals. Furthermore, GGDMA reserves the right to reject any and all offers, if such action is considered to be in the best interest of GGDMA. GGDMA will, in its sole discretion, select the winning proposal and is not obligated to share individual evaluation results.

## 11. Confidentiality

All proprietary information provided by the bidder shall be treated as confidential and will not be shared with potential or actual applicants during the solicitation process. This includes but is not limited to price quotations, cost proposals and technical proposals. GGDMA may, but is not obliged to, post procurement awards on its public website after the solicitation process has concluded, and the contract has been granted.

## 12. Code of Ethics

All Offerors are expected to exercise the highest standards of conduct in preparing, submitting and if selected, eventually carrying out the specified work in accordance with GGDMA social and environmental standards as follows:

### With respect to social and environmental standards, we certify:

- a. We are committed to high standards of ethics and integrity and compliance with all applicable laws across our operations, including prohibition of actions that facilitate trafficking in persons, child labor, forced labor, sexual abuse, exploitation or harassment. We respect internationally proclaimed human rights and take no action that contributes to the infringement of human rights.
- b. We fully respect and enforce the environmental and social standards recognized by the international community, including the fundamental conventions of International Labour Organization (ILO) and international conventions for the protection of the environment, in line with the laws and regulations applicable to the country where the contract is to be performed.



**III. With respect to our eligibility and professional conduct, we certify:**

- a. We are not and none of our affiliates [members, employees, contractors, subcontractors, and consultants] are in a state of bankruptcy, liquidation, legal settlement, termination of activity, or guilty of grave professional misconduct as determined by a regulatory body responsible for licensing and or regulating the offerors business.
- b. We have not and will not engage in criminal or fraudulent acts. By a final judgment, we were not convicted in the last five years for offenses such as fraud or corruption, money laundering or professional misconduct.
- c. We are/were not involved in writing or recommending the scope of work for this solicitation document.
- d. We have not engaged in any collusion or price fixing with other offerors.
- e. We have not made promises, offers, or grants, directly or indirectly to any GGDMA employees involved in this procurement, or to any government official in relation to the contract to be performed, with the intention of unduly influencing a decision or receiving an improper advantage.
- f. We have taken no action nor will we take any action to limit or restrict access of other companies, organizations or individuals to participate in the competitive bidding process launched by GGDMA.
- g. We have fulfilled our obligations relating to the payment of social security contributions or taxes in accordance with the legal provisions of the country where the contract is to be performed.
- h. We have not provided, and will take all reasonable steps to ensure that we do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitate, or participated in terrorist acts, and we are compliant with all applicable Counter-Terrorist Financing and Anti-Money Laundering laws.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## ATTACHMENT: CODE OF ETHICS

### 1. Scope of Applicability

The following ethics standards apply to all persons and entities which receive, are responsible for the deposit or transfer of, or take or influence decisions regarding the use of Grant Funds received from CI (jointly referred to as 'Grant Fund Recipients'). Grant Funds Recipients include employees, agents, sub-contractors and sub-recipients of the aforementioned persons and entities.

### 2. Ethics Standards

Grant Funds Recipients are expected to observe the highest standards of professional and personal ethics in the implementation of projects funded by the CI.

**Any violations of the Code of Ethics should be reported to CI via its Ethics Hotline at [www.ci.ethicspoint.com](http://www.ci.ethicspoint.com).**

Grant Funds Recipients are required to implement, monitor and enforce compliance with a Code of Ethics that substantially reflects the following ethics standards:

#### Integrity:

- Act in good faith, responsibly, with due care, competence and diligence and maintain the highest professional standards at all times.
- Comply with CI policies as well as applicable laws, rules and regulations, domestic and international, in every country where CI works.
- Reflect actual expenses or work performed in expense reports, time sheets, and other records.
- Never engage in any of the following acts: falsification of business documents, theft, embezzlement, diversion of funds, bribery, or fraud.

#### Transparency:

- Perform duties, exercise authority and use CI resources and assets in the interest of the organization and never for personal benefit.
- Avoid conflicts of interest and not allow independent judgment to be compromised.
- Not accept gifts or favors in excess of \$150 from vendors, consultants or grantees.

#### Accountability:

- Disclose to a supervisor and the General Counsel's Office, at the earliest opportunity, any information they have or become aware of, that may result in a real or perceived conflict of interest or impropriety.
- Exercise responsible stewardship over CI's assets and resources; spend funds wisely, in the best interest of CI and in furtherance of its mission. Adhere to and respect the wishes of its donors.
- Manage programs, activities, staff and operations in a professionally sound manner, with knowledge and wisdom, and with a goal increasing overall organizational performance.



Confidentiality:

- Not disclose confidential information obtained during the course of their work at CI.
- Protect confidential relationships between CI and its grantees, donors, and vendors.

Mutual Respect and Collaboration:

- Assist its partners in building the necessary capacity to carry out conservation programs efficiently and effectively and to manage Funds in a fiscally and operationally prudent manner.
- Create constructive relationships with grant-seekers and other partners based on mutual respect and shared goals by communicating clearly and timely, and respecting our partner's expertise in their field of knowledge.
- Engage with indigenous peoples and local communities in which CI works in a positive and constructive manner that respects the culture, laws, and practices of those communities, with due regards for the right of free, prior, and informed consent.

-----  
**I hereby acknowledge receipt of CI's Code of Ethics and certify agreement and compliance therewith.**

FOR OFFEROR:

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

