



**EXPRESSION OF INTEREST
FOR
THE RELOCATION AND EXPANSION
OF THE FUEL FACILITY
AT
THE TERRANCE B. LETTSOME
INTERNATIONAL AIRPORT**

1. INTRODUCTION

The British Virgin Islands Airports Authority (the Authority) invites interested and qualified entities to submit an Expression of Interest (EOI) for the relocation and expansion of the existing fuel facility at the Terrance B. Lettsome International Airport (TBLIA). This project aims to develop a modern, state-of-the-art fuel storage and distribution facility that meets all relevant international safety and operational standards.

Due to the significant increase in aircraft movements, both commercial and general aviation, the existing fuel farm is no longer able to meet the demand for an adequate and consistent supply of aviation fuel. Additionally, in accordance with the Authority's master plan for the upgrade of the apron space at the TBLIA, the relocation of the fuel farm is necessary to facilitate future airport development and operational efficiency.

2. PURPOSE OF THE EXPRESSION OF INTEREST

The purpose of this EOI is to identify potential entities with the requisite experience, technical capacity, and financial capability to relocate, operate, and maintain an upgraded and expanded fuel facility at the TBLIA. Selected respondents will be invited to submit technical and financial proposals to undertake the assignment.

3. PROJECT SCOPE

The proposed updated fuel facility is expected to:

- Include storage and distribution systems for Jet A-1 and AVGAS.
- Feature refuelling trucks and equipment necessary for efficient operations.
- Ensure compliance with all applicable aviation fuelling regulations and safety standards.
- Incorporate best practices in environmental sustainability and spill prevention.
- Provide a modern fuel depot with a footprint of approximately 30,000 sq. ft.
- Include storage tanks with high-level alarms, floating suction, and monitoring wells.
- Implement perimeter security measures, including CCTV surveillance and lighting.
- Feature a designated loading and unloading area with fall protection.
- Utilize filtration and sampling equipment for quality assurance.
- Ensure compliance with international aviation fuelling standards.
- Provide fire protection and spill response capabilities.

4. SUBMISSION REQUIREMENTS

Interested entities should submit the following information on their company's letter head:

1. Company Information:

- Legal name and address
- Contact details (name, title, phone, email)
- Type of organization (corporation, partnership, etc.)

2. Experience and Qualifications:

- Brief company profile detailing relevant experience in fuel storage and distribution.
- Demonstration of experience in airport fuel facility management.
- Summary of key personnel qualifications.

3. **Technical Capabilities:**
 - Overview of technical expertise in designing, developing, and operating fuel farms.
 - Compliance with aviation fuel handling and safety regulations.
4. **Financial Capacity:**
 - Evidence of financial capability to undertake the project (e.g., audited financial statements or equivalent documentation).
5. **Proposed Approach:**
 - Concept for the development, financing, and operation of the fuel facility.
 - Preliminary project timeline and milestones.
6. Only the first fifteen (15) pages of submissions received in response to this request will be taken into consideration for assessment purposes. Therefore, applicants shall ensure that their relevant qualifications and experience are clearly outlined there.
7. All information must be submitted in English.
8. **Other Relevant Information:**
 - Any additional information that supports the entity's suitability for this project.

5. SUBMISSION DETAILS

Electronic copies of the Expressions of Interest must be received at email address rfp@bviaa.com no later than **4:00 P.M. (Local time) on the April 11, 2025**. The email containing each submission should not exceed ten megabytes (10 MB) and must include the name and address of the applicant and the subject line should clearly mark **"Expression of Interest – Relocation and Expansion of Fuel Facility TBLIA"**.

Following the assessment of submissions, the short-list of applicants will be provided with full terms of reference and invited to submit technical and financial proposals to undertake the assignment.

The BVI Airports Authority reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not short-listing any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Failure on the part of the Respondent to submit all required information above shall render the response nonresponsive and no further consideration shall be granted to the proposal.