



HEALTH AUTHORITY OF ANGUILLA
Request for Expressions of Interest
Provision of Legal Services

1. The Health Authority of Anguilla (HAA) is seeking the services from suitably qualified persons or firms to act on its behalf in connection with the following:
 - (a) Provision of general legal services including proposed rates and fees for each;
 - (b) Conduct of litigation and related work;
 - (c) Drafting of legal documents such as Contracts, Agreements, Terms of Reference. Policies, etc.;
 - (d) Provision of legal advice and opinions as may be required.
2. The Expression of Interest must be submitted in English, accompanied by proof of qualifications, experience and a copy of a valid business licence to provide the service.
3. Two (2) hard copies of the Expressions of Interest must be submitted in a sealed envelope clearly marked "Provision of Legal Services, Health Authority of Anguilla" to the address below no later than **4.00 pm on Friday, 24 April 2015**

Expressions of Interest (EOI)
Procurement Supervisor
Health Authority of Anguilla
P O Box 2004
Pope Hill
Anguilla
4. The HAA reserves the right to accept or reject the Expressions of Interest submitted by a firm/individual without disclosing the reason whatsoever. The HAA will not be held responsible for any costs incurred by the applicant in the preparation and submission of the Expressions of Interest.
5. The Expression of Interest document, including the Scope of Work is available upon request from Florence Harrigan, Tel # 497-2551 Ext 241 or email: florence.harrigan@haa.ai or online at the Government of Anguilla's website, www.gov.ai

SCOPE OF WORK

The information provided in your response to this EOI will be used to place your firm on an eligibility list for possible recommendation and consideration for the provision of legal services to the HAA.

The information provided in your response will help the HAA to assess your firm's eligibility to provide legal services for the HAA with respect to factors such as the following:

- willingness and ability to devote time and resources to best represent the interests of the HAA;
- willingness and ability to provide high-quality legal services;
- ability to provide cost-effective legal services;
- diversity and range of knowledge and expertise;
- potential for conflict of interest; and
- availability.

SUBMISSIONS

To acknowledge your interest in responding to this expression of interest, and to receive further consideration, the following information must be included in your submission. Only one submission per Respondent, whether a law firm or lawyer, is required. Correspondence should specify whether the interest being expressed is on behalf of a firm or an individual.

Please include the following information in your submission:

1. Identify the name of your firm (or the individual lawyer's name) and provide basic contact information;
2. Provide names and contact information of any other team members;
3. Identify the name of an individual who will act as a principal contact throughout the EOI process;
4. Provide resumés of each lawyer who would participate in a potential legal services contract with the HAA, including a description of their relevant experience, qualifications, year of call to the Bar and relevant fields of expertise;
5. Provide a current firm profile if applicable and/or identify related practice area(s) of interest and relevant type(s) of services offered;
6. Specify the language(s) in which services are available;
7. Specify the jurisdictions and geographical locations in which services are provided;
8. Provide the proposed billing structure (i.e. flat fees, blended rates or hourly rates for each member of the legal team that will be providing services) and proposed rates.
9. Provide at least 3 Government of Anguilla ministries, departments or agencies to which you have provided similar services.