

TENDER NOTICE

CENTRAL TENDERS BOARD

Provision of Consulting Services for the Development and Execution of a Public Awareness Campaign for the Citizen Security Programme, Ministry of National Security, Government of the Republic of Trinidad and Tobago (GORTT), Inter-American Development Bank (IDB) Loan No. 1965/OC-TT

The Citizen Security Programme (CSP) is an initiative of the Ministry of National Security that is partially financed by the Inter-American Development Bank (IDB) through a loan facility. The objective of the programme is to contribute to the reduction of crime and violence within 22 “high needs” communities throughout Trinidad and Tobago for preventative interventions addressing the most proximal and modifiable risk factors.

The specific objectives of the Programme are (i) the reduction in the levels of homicides, robberies and woundings in partner communities; (ii) an increase in the perception of safety in the partner communities; (iii) a reduction of injuries related to firearms, child maltreatment, domestic violence and youth violence; and (iv) an increase in the collective efficacy to prevent violence in the partner communities.

To this end, the Programme’s activities have been organized into three (3) main components: (1) Community Action; (2) Assistance to the Trinidad and Tobago Police Service (TTPS); and (3) Institutional Strengthening of the Ministry of National Security.

The Public Awareness Campaign is required to increase awareness of the Citizen Security Programme and to inform the general public about the various forms of crime and violence including child maltreatment, domestic violence, anti-social behavior, fire-arm related violence and so forth with a view to changing the social and cultural norms that are supportive of violence and fostering healthy norms to prevent violence and abuse.

The Central Tenders Board on behalf of the Ministry of National Security now invites sealed bids from eligible bidders for the services of a consulting firm to provide the Citizen Security Programme with the development and execution of a public awareness campaign.

Bidding documents may be obtained from **Monday to Friday during office hours 8:00 a.m. to 4:00 p.m. local time** at the Central Tenders Board’s Office, at address (1) below.

A **pre-bid meeting** will be held for prospective bidders on **June 26, 2015 at 10:00 a.m.** at the office of the Citizen Security Programme, Ministry of National Security, 63A Mucurapo Road, St. James.

Any further technical information can be obtained from address (2) below from **Monday to Friday during office hours 8:00 a.m. to 4:00 p.m. local time.**

Proposals must be accompanied by the following:

- (i) Valid Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue and dated not more than six (6) months prior to the closing date for submission of proposals. (Local firms)

- (ii) Valid Certificate of Compliance issued in accordance with the National Insurance Act. (Local firms)

The original and six (6) copies each of the Technical and Financial Proposals should be placed in separate sealed envelopes and clearly marked on the outside:

Envelope # 1 – Technical Proposal

“Provision of Consulting Services for the Development and Execution of a Public Awareness Campaign for the Citizen Security Programme, Ministry of National Security”

Envelope # 2 – Financial Proposal

“Provision of Consulting Services for the Development and Execution of a Public Awareness Campaign for the Citizen Security Programme, Ministry of National Security”

The name and address of the firm must be printed on Envelope #2 – Financial Proposal

Envelopes must be addressed to the Chairman, Central Tenders Board, 116 Frederick Street, Port of Spain and be deposited in the **BROWN** Tenders Box located in the lobby of the Board’s Office not later than **1:00 p.m. (Local Time) on July 16, 2015.**

Consultants should note that the dimensions of the **slot** in the Tenders Box are **37.5 cm x 5.5 cm** and as such, tenders should be packaged accordingly.

The Technical proposals will be opened shortly thereafter. The Consultant or an authorized representative may be present at the opening.

Late proposals will not be considered in any circumstances.

The Board does not bind itself to accept any proposal.

The Central Tenders Board reserves the right to cancel the present notice in its entirety or even partially, without defraying any cost incurred by any firm in submitting their proposal.

Prospective consultants are advised that they can visit the website <http://www.finance.gov.tt> for all published Tender Notices.

Address (1)

Chairman
Central Tenders Board
116, Frederick Street
Port of Spain
Republic of Trinidad and Tobago
West Indies
Port of Spain
Telephone No: 1 (868) 625-3565
Facsimile: 1 (868) 625-1809
Email: mofctb@tstt.net.tt

Address (2)

Ms. Ryssa Brathwaite
Community and Youth Specialist
Citizen Security Programme
63A Mucurapo Road
St. James
Port of Spain
Republic of Trinidad and Tobago
West Indies
Telephone No: 1(868) 628-4277
Facsimile: 1(868) 628-3495
Email: rbrathwaite@mns.gov.tt

Jenepha Khan
Deputy Chairman
Central Tenders Board
Government of the Republic of
Trinidad and Tobago

CTB: 16/4/135
June 10, 2015