

# CENTRAL TENDERS BOARD

## TENDER NOTICE

### **Provision of Managerial Services at a National Male Transition Home for the Ministry of Youth Development and National Service for a period of two (2) years**

Proposals are invited for the Provision of Managerial Services at a National Male Transition Home for the Ministry of Youth Development and National Service for a period of two (2) years.

Bidding documents can be collected during normal working hours from **Monday to Friday during 8:00 a.m. to 4:00 p.m. (local time)** at the Central Tenders Board's Office, at address (1) below or requested from the Central Tenders Board by Email to **Lydia.D-Cruickshank@gov.tt**

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

Proposals must be accompanied by valid:

- (i) 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 the submission of proposals. (Applicable to local firms only).
- (ii) Certificate of Compliance issued in accordance with the National Insurance Act. (Applicable to local firms only).

A virtual pre-bid meeting and site visit will be held for prospective bidders at **10:00 a.m.** on **Thursday September 30, 2021**. The meeting will be streamed via **Jitsi Meet** and the link will be provided two (2) days prior to the meeting.

The **original and five (5) copies** each of the Technical and Financial Proposals together with a copy on USB stick must be placed in separately sealed envelopes clearly marked on the outside:-

#### **Envelope No 1 – Technical Proposal**

**“Provision of Managerial Services at a National Male Transition Home for the Ministry of Youth Development and National Service for a period of two (2) years”**

#### **Envelope No 2 – Financial Proposal**

**“Provision of Managerial Services at a National Male Transition Home for the Ministry of Youth Development and National Service for a period of two (2) years”**

**The name and address of the Firm must be printed on Envelope No. 2 – Financial Proposal**

Envelopes must be addressed to the Chairman, Central Tenders Board, 116 Frederick Street, Port of Spain and must be deposited in the **BROWN** Tenders Box located in the lobby of the Board's Office not later than **1.00 pm on Thursday October 28, 2021.**

The Technical Proposal will be opened shortly thereafter. **The tender opening will be streamed live via Zoom and Consultants shall be provided with a link that will connect them to the live proceedings.**

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

Late proposals will **NOT** be considered in any circumstances.

The Board does not bind itself to accept the lowest or any other proposal.

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

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

**Address (1)**

Central Tenders Board  
116 Frederick Street  
Port of Spain  
Republic of Trinidad and Tobago  
and  
Telephone No. 1-868-625-2311  
Facsimile: 1-868 -625-1809  
Email: [mofctb@gov.tt](mailto:mofctb@gov.tt)

**Address (2)**

Ms. Oriyomi Eastman  
Administrative Officer II (Ag.)  
Procurement Unit  
Ministry of Youth Development  
  
National Service  
2 Elizabeth Street,  
St. Clair  
Port of Spain  
Trinidad, West Indies  
Telephone No. 1-868-628-6792  
Ext. 5104  
Email: [oriyomi.eastman@gov.tt](mailto:oriyomi.eastman@gov.tt)

**Angela Dwarika-Lochan  
Chairman  
Central Tenders Board  
Government of the Republic of  
Trinidad and Tobago**

**CTB: 30/17/9  
September 13, 2021**