Government of the Republic of Trinidad & Tobago

Office of the prime minister

(gender & child affairs)

*Expressions of Interest*

FOR PRE-QUALIFICATION OF CONTRACTORS & SUPPLIERS

The Office of the Prime Minister (Gender & Child Affairs) [OPM-GCA] is currently seeking to upgrade its register of

pre-qualified contractors and suppliers, and invites suitably-qualified firms/individuals to submit expressions of interest (EOI) in the following categories.

|  |  |
| --- | --- |
| Information Communication Technology (ICT) | Motor Vehicle & Transportation |
| * Computer software for offices | * Auto body repair * Transportation services |
| Medical | General Supplies |
| * On-call services * Medical consumables * Pharmaceuticals | * Bathroom supplies and accessories (for adults and children) * Personal care items (for adults and children, including feminine hygiene products) * Janitorial / cleaning supplies |
| Consultancy Services | Facilities Management / Maintenance |
| * Psychological services for adults, including those with disabilities * Psychological services for children, including children with special needs or disabilities * Women’s empowerment programmes * Men’s empowerment programmes * Non-traditional skills training for women * Educational programmes for children, including those with special needs or disabilities * Recreational and play programmes/activities for children, including those with special needs or disabilities | * General building maintenance repair * Mechanical services (maintenance and repair: pumps, compressors, generators, extractor fans, fueling of generators) * Janitorial services * Waste disposal services (including electronic and electrical waste) * Pest control services * Landscaping / grounds maintenance * Building and hardware supplies * Air conditioning equipment, repair and maintenance services * Sanitation / hygiene services * Supply and maintenance of fire extinguishers and fire alarm systems * Building security access systems (CCTV and intrusion systems) * Water tank cleaning * Welding and fabrication |
| Household Items |
| * Cutlery, crockery, plate ware and flatware, pots and pans, utensils * Curtains / drapes / blinds * Linens and towels * Baby / Infant care supplies (e.g. diapers, bottles, etc.) |

ELIGIBILITY

Any company, firm, supplier, service provider or consultant interested in submitting a Letter of Interest must be a registered business entity under the laws of the Republic of Trinidad and Tobago and/or otherwise authorised to conduct business in Trinidad and Tobago.

APPLICATION & SUBMISSION PROCESS

Interested parties must submit:

1. Completed Letter of Interest

2. Completed pre-qualification form.

A copy of the letter and pre-qualification form can be accessed on the website of OPM-GCA: <http://www.opm-gca.gov.tt>.

These documents, along with relevant certificates, must be enclosed in a sealed envelope, clearly labelled ***“Letter of Interest for Pre-Qualification of Contractors – [CATEGORY OF INTEREST]”*** and hand delivered to:

**(Aneshia Moore-Thomas)**

**(Office of the Prime Minister)**

13-15 St. Clair Avenue

St. Clair

Port of Spain

DEADLINE

The deadline for submissions is June 12, 2020 at 4:00. Please contact (Aneshia Moore-Thomas with inquiries, at 622-1625 ext. 4162 or email: Aneshia.Moore@gov.tt

LIMITATIONS/RESERVATIONS: This expression of interest does not constitute a tender, neither does the OPM-GCA bind itself to accept any submission. The OPM-GCA reserves the right to change the requirements or cancel the request at any time or after the process.