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.

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| Information Communication Technology (ICT) | Motor Vehicle & Transportation |
| * Computer software for offices
 | * Auto body repair
* Transportation services
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| 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
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| 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
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| 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.)
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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.