

CENTRAL TENDERS BOARD

TENDER NOTICE

Consulting Services to Design and Implement a Promotional Assessment Process for the Trinidad and Tobago Police Service, Ministry of National Security

Proposals are invited for Consulting Services to Design and Implement a Promotional Assessment Process for the Trinidad and Tobago Police Service, Ministry of National Security.

Bidding documents may be obtained during normal working hours at the Central Tenders Board's Office, 116, Frederick Street, Port of Spain.

Any further technical information may be obtained during normal working hours from Mr. Stephen Williams, Acting Commissioner of Police, Trinidad and Tobago Police Service, Corner Edward and Sackville Streets, Port of Spain. Telephone No. 623-8429.

Proposals must be accompanied by the following where applicable:

- (i) **Valid Income Tax and Valued Added Tax Clearance Certificates** issued by the Board of Inland Revenue and dated not more than six (6) months prior to the closing date of the tender.
- (ii) **A Valid Certificate of Compliance** issued in accordance with the National Insurance Act.

The original and five (5) copies of the Technical and Financial Proposals should be submitted in separate sealed envelopes clearly marked on the outside:

Envelope 1 – Technical Proposal

**“Consulting Services to Design and Implement a Promotional Assessment
Process for the Trinidad and Tobago Police Service”**

Envelope 2 – Financial Proposal

**“Consulting Services to Design and Implement a Promotional Assessment
Process for the Trinidad and Tobago Police Service”**

The name and address of the consultant must be printed on envelope #2 – Financial Proposal.

Envelopes must be addressed to the Chairman, Central Tenders Board, 116, Frederick Street, Port of Spain. Proposals must be deposited in the BROWN Tenders Box located in the lobby of the Board's Office not later than **1.00 pm. (local time) on Thursday 28th February, 2013.**

The Technical Proposals will be opened shortly thereafter. The consultant or a representative may be present at the opening.

Consultants should note that the dimensions of the **slot** in 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 any proposals.

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

Indrani Rampersad
Chairman
Central Tenders Board

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January 21st, 2013.**