

# TENDER NOTICE

## CENTRAL TENDERS BOARD

**Consulting Services to establish sixteen (16) Domestic Violence Clinics in CSP's Partner Communities 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 Domestic Violence Clinic will aid persons that may be negatively affected by domestic violence and will offer services such as legal advice and support including preparing applications for Protection Orders; provide referrals to government and non-governmental agencies where necessary. The Clinics shall also provide individual, group and family counselling services for both victims and perpetrators; provide support groups – to facilitate peer support, education about issues, trauma therapy and to facilitate exploration of common issues related to power, control and gender inequality.

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 establish Domestic Violence Clinics in sixteen (16) CSP Partner Communities grouped as follows:

<b>GROUP 1</b>	<b>GROUP 2</b>	<b>GROUP 3</b>	<b>GROUP 4</b>
Communities	Communities	Communities	Communities
1. Pinto Road 2. Samaroo Village/ Mootoo Lands 3. North Eastern Settlement 4. Quash Trace	1. Gonzales 2. St. Barbs 3. Sogren Trace 4. Beetham Gardens	1. Cocorite 2. Dibe/Belle Vue/ Dundonald Hill 3. Patna/River Estate 4. Covigne	1. Farm Road 2. Mount D'or 3. Mon Repos, Morvant 4. Never Dirty

**Consultants are advised that contracts may be awarded for one Group or a combination of Groups.**

Bidding documents may be obtained from **Monday to Friday between the hours of 8:00 a.m. to 3:00 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 **Tuesday, January 6<sup>th</sup> 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 between the hours of 8:00 a.m. to 4:00 p.m. local time.**

Proposals from locally registered firms 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.
  
- (ii) Valid Certificate of Compliance issued in accordance with the National Insurance Act.

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

**Envelope #1 – Technical Proposal**

**“Consulting Services to establish sixteen (16) Domestic Violence Clinics in CSP's Partner Communities for the Citizen Security Programme, Ministry of National Security”**

**and**

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

**Envelope # 2 – Financial Proposal (state which group)**

**“Consulting Services to establish sixteen (16) Domestic Violence Clinics in CSP's Partner Communities 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 Thursday, February 5<sup>th</sup> 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 authorised 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](mailto:mofctb@tstt.net.tt)

Address (2)

Ms. Ryssa Brathwaite-Tobias  
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](mailto:rbrathwaite@mns.gov.tt)

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

CTB: 16/4/132  
December 16, 2014