



## Ministry of Finance and the Economy

### Government of the Republic of Trinidad and Tobago

Investments Division, Level 15, Eric Williams Finance Building,  
Independence Square, Port of Spain, Republic of Trinidad & Tobago.  
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# REQUEST FOR PROPOSALS

## FOR CONSULTANT

### TO TRAIN THE REGISTRAR AND STAFF OF THE NATIONAL INSURANCE APPEALS TRIBUNAL (NIAT)

The Investments Division of the Ministry of Finance and the Economy is requesting proposals from eligible respondents to undertake the training of the Registrar of NIAT. The Consultant is expected to train the Registrar and other relevant staff on the National Insurance System detailing its Benefits, calculations of said Benefits, and timelines required to access Benefits. In addition, the Consultant should be aware of the National Insurance Act and its interpretation and be able to advise and update the Registrar on any amendments made to the Act along with any other information that will assist the Registrar in executing duties in a more efficient manner. The Consultant will be required to complete the training within no more than two (2) months of the award of contract.

The Ministry of Finance and the Economy, Investments Division hereby invites suitably qualified individuals or firms to submit a proposal in response to this RFP which is outlined in detail on the Ministry of Finance & Economy's website: [www.finance.gov.tt](http://www.finance.gov.tt).

Respondents are required to submit proposals to this RFP on or before 3:00 p.m of January 16th, 2015. Late submissions will not be accepted. The Ministry will not defray any cost incurred by bidders in submitting their proposal. The Ministry reserves the right to reject any or all proposals.

For further information, please contact the Ministry of Finance and the Economy, Investments Division at 627-9700 Extension 2509 or 2543 for Mr. Perry or Ms. Gordon.

Permanent Secretary  
Ministry of Finance and the Economy