

# TENDER NOTICE

## CENTRAL TENDERS BOARD

**CONSULTING SERVICES FOR THE PROVISION OF TECHNICAL AND PROFESSIONAL ASSISTANCE INCLUSIVE OF A PROGRAMME OF TRAINING IN THE VALUATION OF INDUSTRIAL, COMMERCIAL, MIXED USE AND SPECIALIST PROPERTIES FOR THE VALUATION DIVISION, MINISTRY OF FINANCE, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT)**

Proposals are invited for Consulting Services for the Provision of Technical and Professional Assistance Inclusive of a Programme of Training in the Valuation of Industrial, Commercial, Mixed Use and Specialist Properties for the Valuation Division, Ministry of Finance, Government of the Republic of Trinidad and Tobago (GORTT).

Bidding documents may be obtained during normal working hours from **Monday to Friday during 8:00 a.m. to 4:00 p.m. (local time)** at the **Central Tenders Board's Office, 116 Frederick Street, Port of Spain**, Telephone No. 1-868-625-2311.

Any further technical information can be obtained during normal working hours from **Monday to Friday during 8:00 a.m. to 4:00 p.m. (local time)**, from:

Mrs. Dinelle Ramkoon  
Valuer, Valuation Division  
Valuation Division Head Office  
Churchill Court  
19, 29 and 29A Estate Trace  
Barataria  
Telephone Nos.: 1-868-623-4221/5 Ext.8002; 1-868-623-5830 or 1-868-612-1715  
Mobile No. 1-868-686-5450  
Facsimile: 1-868-623-5870  
E-mail: [ramkoond@gov.tt](mailto:ramkoond@gov.tt)

A pre-tender meeting will be held for prospective Consultants at **10:00 a.m. on Monday 18th June, 2018** in the Conference Room, Level 20 of the Eric Williams Finance Building, Independence Square, Port of Spain.

Proposals must be accompanied by the following:-

- 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 (*applicable to local consultants*).
- Valid Certificate of Compliance issued in accordance with the National Insurance Act (*applicable to local consultants*).

The original and six (6) copies each of the Technical and Financial Proposals should be placed in separate sealed envelopes addressed to the Chairman, Central Tenders Board, 116 Frederick Street, Port of Spain, Republic of Trinidad and Tobago.

Envelopes must be clearly marked on the outside:-

**ENVELOPE #1 – TECHNICAL PROPOSAL**

**“CONSULTING SERVICES FOR THE PROVISION OF TECHNICAL AND PROFESSIONAL ASSISTANCE INCLUSIVE OF A PROGRAMME OF TRAINING IN THE VALUATION OF INDUSTRIAL, COMMERCIAL, MIXED USE AND SPECIALIST PROPERTIES FOR THE VALUATION DIVISION, MINISTRY OF FINANCE, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT)”**

**ENVELOPE #2 – FINANCIAL PROPOSAL**

**“CONSULTING SERVICES FOR THE PROVISION OF TECHNICAL AND PROFESSIONAL ASSISTANCE INCLUSIVE OF A PROGRAMME OF TRAINING IN THE VALUATION OF INDUSTRIAL, COMMERCIAL, MIXED USE AND SPECIALIST PROPERTIES FOR THE VALUATION DIVISION, MINISTRY OF FINANCE, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT)”**

**The name and address of the Firm must be printed on ENVELOPE #2 – FINANCIAL PROPOSAL.**

Envelopes must be deposited in the **BROWN** Tenders Box located in the lobby of the Board’s Office not later than **1:00p.m. on Thursday July 05, 2018.**

The Technical Proposals will be opened shortly thereafter. The Consultant or an authorized representative may be present at the opening.

Consultants **should note** that the dimensions of the **SLOT** in the Tender 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 proposal.

The Central Tenders Board reserves the right to cancel the present notice in its entirety or 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.

**Koriesha Emamali  
Chairman  
Central Tenders Board**

**CTB: 16/3/322  
May 24, 2018**