

CENTRAL TENDERS BOARD

TENDER NOTICE

Provision of Services for the Operation and Maintenance of Mechanical, Electrical and Plumbing Systems at the Eric Williams Finance Building, Ministry of Finance for a period of three (3) years

Tenders are invited for the Provision of Services for the Operation and Maintenance of Mechanical, Electrical and Plumbing Systems at the Eric Williams Finance Building, Ministry of Finance for a period of three (3) years.

Tender documents can be obtained during normal working hours at the Central Tenders Board's Office, 116 Frederick Street, Port of Spain, Telephone No. 625-4330.

Tenderers are required to pay a tender deposit of **One Thousand dollars (\$1000.00)** payable by cash or certified cheque to the Director of Contracts, Central Tenders Board. This deposit will be received on normal working days, **Monday to Friday between the hours of 9.00 a.m. to 12.00 noon and 1.00 p.m. to 3.00 p.m.** The original receipt must be attached to the tender.

Any further technical information may be obtained during normal working hours from Mr. Ato Moore, Facilities Manager, Ministry of Finance, Eric Williams Finance Building, Independence Square, Port of Spain at Telephone No: 612-9700, Extension: 1402.

A pre-tender meeting followed by a site visit will be held for prospective tenderers at **10.00 a.m. on Wednesday 12th October, 2022** at the La Lune Conference Room Level 20, Eric Williams Financial Complex, Corner of Independence Square and St. Vincent Street, Port of Spain.

Tenders 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 of the tender. (Applicable to Local Firms)
- (ii) A Valid Certificate of Compliance issued in accordance with the National Insurance Act. (Applicable to Local Firms)

The original and five (5) copies of the Tender should be placed in sealed envelopes clearly marked on the outside:

“Tender for the Provision of Services for the Operation and Maintenance of Mechanical, Electrical and Plumbing Systems at the Eric Williams Finance Building, Ministry of Finance for a period of three (3) years”

Envelopes must be addressed to the Chairman, Central Tenders Board, 116 Frederick Street, Port of Spain. Tenders must be deposited in the **BROWN** Tenders Box, located in the lobby of the Board's Office not later than **1:00 p.m. on THURSDAY 27th October, 2022.**

Tenders will be opened shortly thereafter. The tenderer or his representative may be present at the opening.

Tenderers should note that the dimensions of the **SLOT** in the Tenders Box are **37.5 cm x 5.5cm** and, as such, tenders should be packaged accordingly.

Late tenders will not be considered in any circumstances.

The Board does not bind itself to accept the lowest or any other tender.

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 tender.

Prospective tenderers are advised that they can visit website <http://www.finance.gov.tt> for all published Tender Notices.

Angela Dwarika-Lochan
Chairman
Central Tenders Board