

# CENTRAL TENDERS BOARD

## TENDER NOTICE

### **TENDER FOR THE PROCUREMENT OF INFORMATION AND COMMUNICATIONS TECHNOLOGY (ICT) EQUIPMENT FOR THE REGISTRAR GENERAL'S DEPARTMENT, OFFICE OF THE ATTORNEY GENERAL AND MINISTRY OF LEGAL AFFAIRS, GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO (GORTT) INTER-AMERICAN DEVELOPMENT BANK (IDB) LOAN#3022/OC—TT**

TRINIDAD AND TOBAGO  
STRENGTHENED INFORMATION MANAGEMENT AT  
THE REGISTRAR GENERAL'S DEPARTMENT  
SPECIFIC PROCUREMENT NOTICE  
Loan No: LO 3022/OC-TT  
Bid No: SIMRGD-293-LPI-B

The Government of the Republic of Trinidad and Tobago has received financing from the Inter-American Development Bank (IDB) towards the cost of Strengthened Information Management at the Registrar General's Department and it intends to apply part of the proceeds to payments under the contract to procure Information and Communications Technology (ICT) Equipment for the Registrar General's Department, Office of the Attorney General and Ministry of Legal Affairs.

As part of the process to Strengthened Information Management, the project seeks to support the Registrar General's Department (RGD) in making its Land Registry holding available to all its users and members of the public. As such, the Office of the Attorney General and Ministry of Legal Affairs seeks to engage qualified supplier(s) to supply and deliver ICT equipment.

The Central Tenders Board (CTB), on behalf of the executing agency Office of the Attorney General and Ministry of Legal Affairs now invites sealed tenders from eligible bidders for the Procurement of Information and Communications Technology (ICT) Equipment for the Registrar General's Department.

Bidding will be conducted through the International Competitive Bidding (ICB) procedures specified in the Inter-American Development Bank's Policies for Procurement of Works and Goods financed by the Inter-American Development Bank (GN-2349-9) and is open to all bidders as defined in the Policies which can be found at website: <http://www.iadb.org/procurement>.

Bidding documents may be obtained from **Monday to Friday during office hours 8:00 a.m. to 4:00 p.m. (local time)** at the Central Tenders Board's Office at address (1) below or requested from the Central Tenders Board and sent by electronic mail – Email: [mofctb@gov.tt](mailto:mofctb@gov.tt).

A **pre-bid meeting** will be held for prospective tenderers on **July 19, 2021, at 10:00 a.m. (local time)** at the Office of the Attorney General and Ministry of Legal Affairs, Conference Room, 6th Floor Government Campus Plaza, Corner London and Richmond Streets, Port of Spain and will be streamed via **Microsoft Teams**. Prospective Tenderers are required to indicate their interest in attending the virtual meeting at least two (2) days prior to the stated date of the pre-bid meeting via email to [procurementmla@gov.tt](mailto:procurementmla@gov.tt)

Any further technical information can be obtained from address (2) below from **Monday to Friday during office hours 8:00 am to 4:00 pm local time**.

Tenders must be accompanied by the following:

- (i) Certificate of Incorporation (Local Firms only)
- (ii) 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 bids (applicable to Local Firms only).
- (iii) Valid Certificate of Compliance issued in accordance with the National Insurance Act (applicable to Local Firms only).
- (iv) Completed Bid Securing Declaration Form.

An original and six (6) copies of the tender must be submitted in sealed envelope(s) and clearly marked on the outside:

**“Tender for the Procurement of Information and Communications Technology (ICT) Equipment for the Registrar General’s Department, Office of the Attorney General and Ministry of Legal Affairs, Government of the Republic of Trinidad and Tobago (GORTT), Inter-American Development Bank (IDB) Loan No. 3022/OC-TT”**

Envelopes must be addressed to the Chairman, Central Tenders Board at *Address One (1)* below and deposited in the **BROWN** Tenders Box located in the lobby of the Board’s Office not later than **1:00pm (local time) on Thursday August 19, 2021**. Tenders will be opened publicly shortly thereafter. The Tender opening will be streamed live via Zoom and Tenderers shall be provided with a link that will connect them to the live proceedings. Therefore, all Bidders interested in attending the virtual opening must indicate this prior to the closing date via email as stated in “Address 1” below.

<p><b><u>Address 1</u></b> Chairman Central Tenders Board 116 Frederick Street PORT OF SPAIN Republic of Trinidad and Tobago Tel: 1-868-625-3565/1868 Facsimile: 1-868-625-1809 Email: <a href="mailto:mofctb@gov.tt">mofctb@gov.tt</a></p>	<p><b><u>Address 2</u></b> Vadia Maharajh Procurement Specialist Project Implementation Unit - Strengthened Information Management at the Registrar General’s Department. Office of the Attorney General and Ministry of Legal Affairs Level 6, AGLA Tower, Government Campus Corner of London and Richmond Streets, PORT OF SPAIN, Republic of Trinidad and Tobago Tel. No. 1-868-223-2452 Ext.3409 Email: <a href="mailto:procurementmla@gov.tt">procurementmla@gov.tt</a></p>
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Bidders should note that the dimensions of the **slot** in the Tenders Box are **37.5 cm x 5.5 cm** and as such, documents should be packaged accordingly.

The Central Tenders Board does not bind itself to accept any tender.

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 its bid.

**Late tenders will not be considered under any circumstances.**

Prospective bidders are advised that the Tender Notice will be advertised on:

- United Nations Development Business (UNDB) Website: <https://www.devbusiness.com/> ,
- the Office of the Attorney General and Ministry of Legal Affairs website: <https://www.agla.gov.tt> and
- the Ministry of Finance website: <http://www.finance.gov.tt>

Angela Dwarika- Lochan  
Chairman  
Central Tenders Board  
Government of the Republic of Trinidad and  
Tobago

**CTB: 26/1/231**  
**June 21, 2021**