The University of Trinidad and Tobago (UTT) was established to create a highly trained and qualified technological manpower base to meet the needs of the country. To fulfil its mandate, UTT has established campuses, research facilities and offices throughout the country and uses state-of-the-art laboratories and facilities to closely simulate the equipment and materials that graduates will encounter in the workplace.

UTT’s campuses, research facilities and offices are located in Arima, Aripo, Centeno, Tacarigua, Pasea, Valsayn, Barataria, Port-of-Spain, Chaguaramas, Chaguanas, Waterloo, Couva, San Fernando, Corinth, Pt. Fortin and Tobago. A new campus is presently being built at Tamana and one has recently been approved for Tobago.

UTT is desirous of updating its list of pre-qualified contractors and suppliers to provide various goods, works and services to support its educational and training mission. Interested persons/companies are invited to apply for pre-qualification for the supply of goods, works and services in the following categories or part(s) thereof:

**CATEGORIES OF GOODS, WORKS AND SERVICES**

1. Medical, Pharmaceutical and Veterinary Equipment and Supplies.
2. Laboratory Equipment, Supplies and Services.
3. Workshop Repairs, Supplies and Services.
7. Equipment Rental: Generators, Pumps, Lifts etc.
8. Furniture: Office, Laboratory, Classroom, Library and Dormitory.
11. Office Equipment, Service and Rental.
13. ICT Infrastructure: Works-cabling, network installation etc.
18. Library Supplies (Books, CDs, Periodicals).
27. Motor Vehicle Supplies, Parts and Maintenance.
28. Transportation, Shuttle Services, Vehicle Rentals and Haulage.
29. Sporting Equipment and Supplies.
30. Statutory Inspections: Lifts, Elevators, Boilers, Pressure Vessels etc.
31. Customs Brokerage and Freight Forwarding Services.
32. Event Management and Decorating Services.
33. Arts, Craft, Sewing and Textile Supplies.
34. Travel Agency Services.
35. Real Estate Agency Services.

**PRE-QUALIFICATION APPLICATION FORM**

Pre-qualification packages for each of the above categories may be purchased at:

**Trinidad (Payment and Collection)**
UTT O’Meara Campus, Lots #74-98 O’Meara Industrial Park, Arima

**Tobago (Collection only)**
Tobago Emergency Management Agency (TEMA)
Fairfield Complex, Bacolet Street, Scarborough

during the hours of 8:00 a.m. to 2:30 p.m., Monday to Friday, with effect from Monday March 15, 2010. A separate package must be completed for each category of goods, works or services in which the applicant expresses an interest.

A non-refundable fee of TT$200.00 will be charged for each category. Fees are payable by certified cheques or debit or credit cards only. **Tobago suppliers are required to make their payments to UTT’s First Citizens Bank Account# 1429625.**

**PRE-QUALIFICATION CRITERIA**

Pre-qualification will be based on satisfying the minimum criteria that are defined in the INSTRUCTIONS section of the Pre-qualification Application Form.

**CURRENT Contractors and Suppliers MUST also re-submit pre-qualification applications for consideration.**

**SUBMISSION OF APPLICATION FORMS**

Documents in response to this advertisement shall be addressed to:

The Secretary, Management Tenders Committee
The University of Trinidad and Tobago
O’Meara Campus
Lots #74-98, O’Meara Industrial Park, Arima

Completed application forms accompanied by valid compliance documents must be enclosed in a sealed envelope and deposited in a specially marked box at the above address no later than 12 noon on Monday May 24, 2010.

Late and/or incomplete submissions will NOT be accepted.

For further information and clarification, please contact: (868) 642-8888 / 223-4888 ext. 21234