



THE UNIVERSITY OF TRINIDAD AND TOBAGO

# PRE-QUALIFICATION OF CONTRACTORS AND SUPPLIERS

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.	18. Library Supplies (Books, CDs, Periodicals).
2. Laboratory Equipment, Supplies and Services.	19. Kitchen Equipment, Supplies and Services.
3. Workshop Repairs, Supplies and Services.	20. Supply and Delivery of Groceries.
4. Agricultural and Food Technology Equipment, Supplies and Services.	21. Catering and Cafeteria Services.
5. Mechanical, Electrical, Plumbing and Construction Equipment, Supplies, Works and Services.	22. Health, Safety, Security, Environmental (HSSE) Equipment, Supplies and Services.
6. Marine Equipment, Supplies and Services.	23. Locksmith Services and Security Systems Installation and Repairs.
7. Equipment Rental: Generators, Pumps, Lifts etc.	24. Musical Equipment, Supplies and Services.
8. Furniture: Office, Laboratory, Classroom, Library and Dormitory.	25. Sound System and Public Address Systems.
9. Stationery and Office Supplies.	26. Audio Visual Recording Services.
10. Printing, Signage and Promotional Supplies.	27. Motor Vehicle Supplies, Parts and Maintenance.
11. Office Equipment, Service and Rental.	28. Transportation, Shuttle Services, Vehicle Rentals and Haulage.
12. Information and Communication Technology (ICT) Equipment, Supplies and Services.	29. Sporting Equipment and Supplies.
13. ICT Infrastructure: Works-cabling, network installation etc.	30. Statutory Inspections: Lifts, Elevators, Boilers, Pressure Vessels etc.
14. Janitorial Equipment, Supplies and Services.	31. Customs Brokerage and Freight Forwarding Services.
15. Waste Disposal Services.	32. Event Management and Decorating Services,
16. Landscaping, Pruning and Ground Maintenance.	33. Arts, Craft, Sewing and Textile Supplies.
17. Swimming Pool Equipment, Suppliers and Maintenance Services.	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