



# INVITATION TO TENDER

Installation of Perimeter and Dock Lighting at the Chaguaramas Heliport Facility,  
Trinidad and Tobago Defence Force, Ministry of National Security

The Ministry of National Security cordially invites Tenders for the:

## Installation of Perimeter and Dock Lighting at the Chaguaramas Heliport Facility, Trinidad and Tobago Defence Force, Ministry of National Security

Subsequent to the proclamation of the Public Procurement and Disposal of Public Property Act (2015), in order to conduct business with the Ministry of National Security, suppliers are required to register with the Office of the Procurement Regulation (OPR) in this particular category.

### SUBMISSION OF TENDER DOCUMENTS

Completed Technical and Financial Tenders must be submitted **(One (1) Original, Three (3) Hard Copies and One (1) Electronic Copy on a flash drive)** in sealed package clearly labelled:

Company Name: \_\_\_\_\_

Name of Invitation to Tender (Example: Installation of Perimeter and Dock Lighting at the Chaguaramas Heliport Facility, Trinidad and Tobago Defence Force, Ministry of National Security)

And addressed to:

Permanent Secretary  
Attention: Manager Public Procurement  
Temple Court II  
52-60, Abercromby Street  
Port of Spain, Republic of Trinidad & Tobago

Each Bid should be marked "Original" or "Copy" as appropriate. A package should not exceed 2" thick X 16" wide.

### PRE-SUBMISSION MEETING & SITE VISIT

The Ministry of National Security will host a mandatory site visit at the **Chaguaramas Heliport Facility, Trinidad and Tobago Defence Force, Ministry of National Security on Friday September 6, 2024 at 10:00 a.m. (GMT-4)**. Tenderers are kindly asked to email: [secretarytenders@mns.gov.tt](mailto:secretarytenders@mns.gov.tt) on or before **Wednesday September 4, 2024** for details.

### DEADLINE FOR SUBMISSION

Tenders shall be submitted **no later than Friday, September 20, 2024 at 1:00 p.m. (GMT-4)** and shall be deposited in the Tender Box labelled *ITT: Installation of Perimeter and Dock Lighting at the Chaguaramas Heliport Facility, Trinidad and Tobago Defence Force, Ministry of National Security*, located on the First Floor, Ministry of National Security, Temple Court II, 52-60 Abercromby Street, Port of Spain, Republic of Trinidad & Tobago.

Tender submissions must NOT be emailed to the Ministry of National Security.

Submissions will be opened publicly on the same day. A representative of the respondent may be present at the opening. **Late submissions will NOT be considered under any circumstances.**

### CLARIFICATION OF THE TENDER

**(no later than Friday, September 13, 2024)**

Request for the instructions to tender, clarification or further information regarding this tender must be emailed to [secretarytenders@mns.gov.tt](mailto:secretarytenders@mns.gov.tt). The Tenderer's requests for clarifications must be specific, must refer to the project title, specific section and clause and must be sequentially numbered.

The MNS will respond by email to any request for clarification received. Requests for clarification received after this time will not be entertained.

