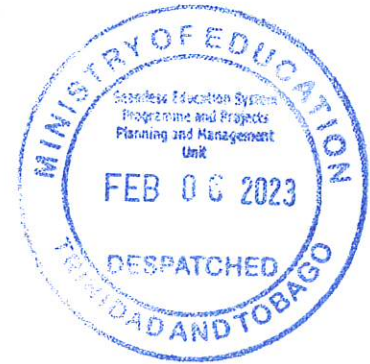


TENDER NOTICE



GOVERNMENT OF THE
REPUBLIC OF TRINIDAD AND TOBAGO (GORTT)

MINISTRY OF EDUCATION

“Engagement of a Firm or Individual Consultants to Design and Deliver Training Programmes in Writing, Mathematics and Reading to approximately four Hundred (400) Principals, Teachers, Curriculum Officers and School Supervisors of the Ministry of Education.”

The Ministry of Education hereby invites qualified firms and / or individuals to submit proposals for consideration as Providers of Training Programmes in Writing, Mathematics and Reading to approximately four Hundred (400) Principals, Teachers, Curriculum Officers and School Supervisors of the Ministry of Education.

Tender documents can be obtained by emailing a request to the persons listed hereunder:

1. Dr. Peter Smith, Chief Education Officer at email address peter.smith@moe.gov.tt
2. Ms. Candice Julien, Clerk III (Ag), Procurement Unit at email address: candice.julien@moe.gov.tt

A **Virtual Pre-Tender Meeting** will be hosted for prospective tenderers at **10.00 a.m.** on **Wednesday February 15, 2023** at the Ministry of Education, Education Towers, Building A, No. 5 St. Vincent Street, Port of Spain.

The link for the Meeting will be sent in advance to all registered and interested Bidding Firms and Individuals

Tenders must be accompanied by the following:

- (i) **Valid Income Tax and Valued 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 only to local firms
- (ii) **A Valid Certificate of Compliance** issued in accordance with the National Insurance Act, applicable only to local firms
- (iii) A Copy of the Bidding Firm's Certificate of Incorporation or Continuance

The Tender should be addressed to:

The Permanent Secretary, Ministry of Education, Education Tower A No. 5 St.
Vincent Street, Port of Spain and clearly marked:

“Engagement of a Firm or Individual Consultants to Design and Deliver Training Programmes in Writing, Mathematics and Reading to approximately four Hundred (400) Principals, Teachers, Curriculum Officers and School Supervisors of the Ministry of Education.”

Tenders must be submitted electronically to the following individuals at their e-mail addresses not later than the close of business on **Friday February 24, 2023:**

1. **Ms. Candice Julien**, Clerk III (Ag), Procurement Unit, email address:
candice.julien@moe.gov.tt

Cc: Mr. Kent Adams, Procurement Specialist, e-mail Address: kent.adams@moe.gov.tt

Late tenders will not be considered in any circumstances.

The Ministry does not bind itself to accept the highest, the lowest or any other tender.

At any time prior to the award of contract(s), the Ministry reserves the right to cancel the procurement process in its entirety or even partially, without defraying any cost incurred by any firm or individual in submitting their Tender.

Prospective tenderers are advised that they can visit the Ministry's website at <http://www.moe.gov.tt> for all published MOE Tender Notices.



Lenor Baptiste-Simmons
Permanent Secretary
Ministry of Education
February 3, 2023