



Government of the Republic of Trinidad & Tobago

UNEMPLOYMENT RELIEF PROGRAMME

MINISTRY OF WORKS & TRANSPORT

Suppliers Register Notice

The Ministry of Works and Transport is desirous of preparing a Supplier register of Contractors/Suppliers capable of providing categories of quality stationery and materials at competitive prices, for a period of two (2) years, in the following categories:

1. **General building works/ services/repairs**
2. **Supplies (Stationery, Furniture & Consumables)**
3. **Ground Maintenance services**
4. **Materials & Supplies to perform in-house Jobs**
5. **Vehicle Maintenance services**
6. **Equipment – (Office and Minor) services**
7. **ICT Services**
8. **Miscellaneous services**

Registration forms can be obtained from **the Ministry's Website**: - www.mowt.gov.tt. **(DOWNLOAD REGISTRATION FORM)** or **copies are available at the URP Office**, Autorama Building, El Socorro. Completed forms are to be submitted to Ms. Aretha Williams, Procurement Section, URP, Autorama Building, El Socorro, on or before November 15th, 2021.

Registration Forms must be accompanied by the following documents where applicable, which are essential for consideration for any application:-

- Completed registration form duly signed by the authorised authority
- Certificate of Registration, Incorporation and Continuance (as applicable)
- Valid Board of Inland Revenue Clearance Certificate
- Valid Income Tax Clearance Certificate or letter of exemption from the Board of Inland Revenue
- VAT Registration Certificate or Statement of Ineligibility from the Board of Inland Revenue
- Valid Value Added Tax Clearance Certificate
- Valid National Insurance Board Compliance Certificate or letter of exemption from the National Insurance Board
- At least three (3) client references and contact information for major works completed within the last three years
- Identification of the Names/Address/Contact Numbers of Directors of the Organization

LATE SUBMISSIONS WILL NOT BE CONSIDERED IN ANY CIRCUMSTANCES.

The Permanent Secretary reserves the right to cancel the prequalification exercise in its entirety or even partially, without defraying any cost incurred by any applicant in the submission of his/her application.

Chairman
Permanent Secretary's` Tenders Committee

October 2021