



Government of the Republic of Trinidad and Tobago

Ministry of the Attorney General and Legal Affairs

**REQUEST FOR QUOTATIONS FOR MISCELLANEOUS GOODS AND SERVICES
FOR THE REGISTRAR GENERAL'S DEPARTMENT**

TRINIDAD AND TOBAGO
STRENGTHENED INFORMATION MANAGEMENT AT
THE REGISTRAR GENERAL'S DEPARTMENT
SPECIFIC PROCUREMENT NOTICE
Loan No.: 3022/OC-TT

The Government of the Republic of Trinidad and Tobago through the Ministry of the Attorney General and Legal Affairs has received financing from the Inter-American Development Bank (IDB) towards the cost of the Strengthened Information Management at the Registrar General's Department and intends to apply part of the proceeds of this financing for eligible payments.

The Ministry of the Attorney General and Legal Affairs now invites sealed quotations from eligible and qualified suppliers for the supply of miscellaneous goods and services to the Strengthened Information Management at the Registrar General's Department as identified in the following categories.

Category of Goods	Category of Non-Consulting Services
2) Supply and Delivery of 30 Lock In Book Trolleys, 5 three (3) Tiered Trolleys and 15 Step Ladders with interlocking casters	5) Provision of Vault Moving Services – packing materials, shredding services, transportation services
3) Supply and Delivery of Archival Supplies (acid –free boxes, acid-free paper, archival sleeves, archival labels)	
4) Supply and Delivery of Computer Equipment – barcoding printer, labels, laser printer, Server, computers	

Separate quotations must be submitted for each category as separate procurement processes will be conducted for each of the above listed categories.

Bidding will be conducted through the Shopping procedures specified in the Policies for the Procurement of Goods and Works financed by the Inter-American Development Bank GN-2349-9 March 2011 and is open to all suppliers from Eligible Source Countries as defined in the Policies which can be found at website: <http://www.iadb.org/procurement>

Interested eligible suppliers can obtain a copy of the Request for Quotation for the category they wish to supply for at procurementmla@gov.tt

SUBMISSION REQUIREMENTS

Quotations must be addressed as detailed below and submitted via email to procurementmla@gov.tt no later than **September 4th, 2018 by 4:00 pm.**

“Quotation for the [insert name of category]”
Permanent Secretary
Ministry of the Attorney General and Legal Affairs
Attention: Ms. Kizzann Lee Sam
Project Manager
Project Implementation Unit
Level 6, Government Campus Plaza
Corner London and Richmond Streets,
Port of Spain

Late submissions will not be accepted.

LIMITATIONS / RESERVATIONS

The Ministry of the Attorney General and Legal Affairs reserves the right to accept or reject any submission without defraying any cost incurred by the applicant in the preparation and submission of this quotation. The Ministry reserves the right to cancel or withdraw and or amend this notice and any associated notices entirely or in part, without defraying any of the cost incurred by the supplier.

CANCELLATION NOTICE

Prospective bidders are advised that the Request for Quotation for Category 1 for the *Supply, Delivery and Installation of 51 Security Cameras, eight 42” Monitors, two 22” Monitors, 3 Network Video Recorders, 12 Wall Mounted Cabinets and 1 standing floor cabinet and related peripherals for the Registrar General’s Department, Ministry of the Attorney General and Legal Affairs* scheduled to close on September 4, 2018 has been cancelled until further notice