



GOVERNMENT OF THE
REPUBLIC OF TRINIDAD AND TOBAGO (GORTT)

INVITATION TO TENDER

OFFICE OF THE PRIME MINISTER – COMMUNICATIONS

The Office of the Prime Minister - Communications (OPM-C) hereby invites Bid Submissions from qualified institutions for the provision of the Consulting Services outlined in the following Two (2) Tender statements:

- 1) “Consulting Services for the Drafting of Legislation, Revision of the Motion Picture Exhibition Authority (MPEA) Draft Policy, and Provision of Research Services related to the exhibition of Motion Pictures in Trinidad and Tobago for the Office of the Prime Minister – Communications”

Line of Business Code - 80101505

- 2) “Consulting Services for the Design and Conduct of a Media Consumption and Audience Reception Study for the Office of the Prime Minister – Communications”

Line of Business Code - 80101505

Tender packages containing the full particulars of the two (2) project areas can be obtained by forwarding a request to the following e-mail address:

➤ npo_opm@gov.tt

Tenders must be accompanied by the Statutory, Mandatory and Technical and Financial documentation and information required to satisfy the OPM-C’s Evaluation Team of the capacity, capability and viability of the proposing entities.

Tendering Firms must be registered in the Office of Procurement Regulation’s (OPR) Procurement Depository.

Firms not so registered are advised to first get registered with the OPR and then apply for pre-qualification

Tenders should be addressed to:

The Permanent Secretary, Office of the Prime Minister, 13 - 15 St. Clair Avenue, St. Clair, with One (1) Original and Two (2) Copies of the Technical and Financial Proposals in printed form and one electronic version in PDF containing both Proposals being placed in the Tenders Box in the lobby area of the OPM at 13 - 15 St. Clair Avenue, St. Clair.

The following information is applicable to the tender process:

Tender Description	Pre-Tender Meeting	Tenders Closing Date
Tender 1) – Line of Business Code - 80101505 “Consulting Services for the Drafting of Legislation, Revision of the Motion Picture Exhibition Authority (MPEA) Draft Policy, and Provision of Research Services related to the exhibition of Motion Pictures in Trinidad and Tobago for the Office of the Prime Minister – Communications”	Virtual – via Teams – on Friday 19 July, 2024 from 10.00 a.m.	Wednesday 31 July, 2024 at 1.00 p.m.
Tender 2) – Line of Business Code - 80101505 “Consulting Services for the Design and Conduct of a Media Consumption and Audience Reception Study for the Office of the Prime Minister – Communications”	Virtual – via Teams – on Friday 19 July, 2024 from 11.30 a.m.	Wednesday 31 July, 2024 at 1.00 p.m.

Late tenders will not be considered in any circumstances.

The OPM-C does not bind itself to accept the highest, the lowest or any other Tender. Prospective tenderers are advised that they can visit the OPM-C’s website at <https://www.moc.gov.tt/> for all published Tender Notices.

Permanent Secretary
Office of the Prime Minister – Communications
July 12, 2024