



THE UNIVERSITY OF TRINIDAD AND TOBAGO

TENDER NOTICE

The University of Trinidad and Tobago (UTT) is inviting submissions via its e-Tender portal for the following tenders:

Tender Reference No.	Title	Line of Business	Pre-Bid Meetings/ Site Visits	Closing Date/Time
2026-TN014-FAC-SFT	Upgrade and Maintenance of a Fire Alarm System to Multiple Buildings at UTT San Fernando Campus	46191505 - Fire Alarm Systems	11 th June 2026, 10:00 a.m.	16 th July 2026, 11:00 a.m.
2026-TN016-FAC-CHM	Roof Repairs and Installation of Waterproofing Systems Phase II Building at UTT Chaguaramas Campus	72153209 - Waterproofing Service	11 th June 2026, 11:00 a.m.	16 th July 2026, 1:00 p.m.

- Tenderers are invited to visit the UTT's Website at <https://utt.edu.tt/procurement-resources> and E-Tender portal at <https://utt.etenderworld.tt/> to access tender details and documents.
- Queries/issues with accessing the documents are to be sent via email to tenders@utt.edu.tt.

Chief Procurement Officer, UTT



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TENDER BRIEF

INVITATION TO TENDER (ITT)

ROOF REPAIRS AND INSTALLATION OF WATERPROOFING SYSTEMS PHASE II
BUILDING AT THE CHAGUARAMAS (MTC) CAMPUS

REFERENCE NO.: 2026-TN016-FAC-CHM

02ND JUNE 2026

**THE UNIVERSITY OF TRINIDAD AND TOBAGO
TENDER BRIEF**

1. Title and Reference

Title: Roof Repairs and Installation of Waterproofing Systems Phase II Building at the Chaguaramas (MTC) Campus

Tender Reference Number: 2026-TN016-FAC-CHM

UNSPS Code: Line of Business UNSPS Code **72153209**, “**Waterproofing Service**”

2. Background and Context

The reinforced concrete roof slabs of the Phase II Building at the University of Trinidad and Tobago (UTT), Chaguaramas Campus, have deteriorated over time due to environmental exposure, including aging, thermal cycling, and repeated rainfall. This has resulted in persistent water ingress, compromising the waterproofing system and placing critical academic and administrative infrastructure at risk.

Ongoing leaks have caused operational disruptions, particularly in classrooms and laboratory spaces and pose safety concerns for staff and students. Additionally, the integrity of building services, interior finishes and equipment is being affected.

This project will implement a robust waterproofing system, including a two-ply modified bituminous membrane and UV-resistant liquid-applied coatings for open deck areas. These solutions meet ASTM and BS EN standards and are designed to provide long-term protection, ensuring the safety, functionality, and sustainability of the campus infrastructure while supporting UTT’s facilities management objectives.

3. Scope of Requirement

The scope of works for the Roof Repairs and Installation of Waterproofing Systems at the Phase II Building, UTT Chaguaramas Campus includes, but is not limited to the following:

- Demolition and removal of existing deteriorated waterproofing systems.
- Supply and installation of a two-ply modified bituminous membrane waterproofing system to the concrete roof slabs and roof areas above the Simulator Lab.
- Application of a UV-resistant liquid-applied waterproofing system to the open deck terrace areas adjacent to the auditorium.
- Remedial concrete repairs, crack treatment, joint sealing works and parapet waterproofing treatments.
- Inspection, servicing, cleaning and where necessary replacement of roof drainage systems, including roof drains, full-bore outlets, scuppers and associated stormwater piping.
- Execution of all associated builder’s works and surface preparation required to facilitate the waterproofing installations.
- Performance of mandatory flood testing to verify watertight integrity and operational performance of the installed systems.

- Provision of all labour, materials, equipment, supervision and associated works necessary to deliver a complete and functional waterproofing system.
- Maintenance and defects liability support for the installed waterproofing systems during the Defects Notification Period.

4. Performance and Quality Requirements

The primary objective of this project is to provide a fully functional and durable waterproofing system for the Phase II Building at the UTT Chaguaramas Campus. As such, the overall performance and quality requirements shall include the installation of a two-ply modified bituminous membrane waterproofing system to the concrete roof slabs and roof areas above the Simulator Lab, together with the application of a UV-resistant liquid-applied waterproofing system to the open deck terrace areas adjacent to the auditorium. The works shall ensure the complete restoration of watertight integrity, timely completion of the works, minimal disruption to campus operations, adherence to HSE requirements, and strict compliance with all manufacturer specifications, ASTM and BS EN standards, and applicable industry codes and best practices.

5. Timeframes and Milestones

The University expects that the works shall be completed within Fourteen (14) weeks following the successful award of contract and the issuance of the Notice to Commence Works.

6. Contract Type

Fixed price contract.

7. Eligibility and Mandatory Requirements

a. Statutory Requirements

i. Trinidad & Tobago Companies ONLY:

- Valid Income/Corporation Tax Clearance Certificate (Regulations – Form C) or letter of exemption issued by the Board of Inland Revenue*
- Valid Value Added Tax Clearance Certificate*
- Valid National Insurance Scheme Certificate of Compliance*

ii. Foreign Companies ONLY as applicable:

- Certificate of Registration / Incorporation / Existence / Good Standing or equivalent

Kindly note that all statutory documents submitted must be **valid as at the closing date of this ITT. Evidence of applications for these documents will NOT be accepted.*

b. Organizational Requirements:

- i. Bank Reference Letter confirming financial standing

c. Financial Requirements:

- i. Form of Tender
- ii. Completed Bills of Approximate Quantities

d. Forms /Templates

- i. Participant's Declaration Form
- ii. Conflict of Interest Declaration

e. Technical/Other Documentation (Tender Specific)

As defined in the Scope of Services:

- i. Detailed Method Statement
- ii. Project Schedule
- iii. Project Specific QA/QC
- iv. Contractors Risk Assessment
- v. HSE Policies & Procedures
- vi. New Waterproofing System Technical Specifications
- vii. Written Project Guarantee
- viii. Work History
- ix. Client References
- x. Résumés of Key Personnel
- xi. Name and Curriculum Vitae of Designated Person to manage the project/ coordinate the work
- xii. Sub-Contractors form (if applicable)
- xiii. Payment Terms/Schedule

f. Tender Specific (Post Tender/Precontract)

- i. Valid Public Liability Insurance
- ii. Valid Workmen's Compensation

g. Post Contract Submission

- i. As Built Drawings of all completed Works including line diagrams of circuits and zones, device locations, etc.

Failure to comply with the above shall result in the Tender being rejected as non-responsive.

8. Evaluation Overview

The evaluation process will be assessed through the following:

- a. Statutory Assessment
- b. Mandatory Documentation Submission
- c. Quality/Technical Assessment
- d. Price/Financial Assessment
- e. Combined Score & Ranking

Pre-qualification with The Office of Procurement Regulation (OPR) for Line of Business UNSPS Code: **72153209 - "Waterproofing Service"**. Evidence of pre-qualification approval status for the listed Line of Business (LOB). Only suppliers of pre-qualification approval status for the listed Line of Business (LOB) will be eligible for award of contracts.

Note: Registration with the OPR Procurement Depository will not be accepted as a substitute for pre-qualification for the Line of Business (LOB) listed.

Observance of a standstill period of ten (10) working days shall be in accordance with The Public Procurement and Disposal of Public Property Act 2015 and The Public

Procurement and Disposal of Public Property (Simplified Procurement) Regulations, 2024.

9. Detailed Tender Package

The detailed tender package is available on our E-Tender Platform at <https://utt.etenderworld.tt/>.

Please log in or create an account to access the documentation.

10. Contact

Queries or issues with accessing the tender package are to be sent via email to tenders@utt.edu.tt.

All other queries relating to the contents of the tender documents are to be submitted strictly in accordance with the instructions published therein.

Chief Procurement Officer
02nd June 2026