



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:

<b>Tender Reference No.</b>	<b>Title</b>	<b>Line of Business</b>	<b>Pre-Bid Meetings/ Site Visits</b>	<b>Closing Date/ Time</b>
2026-TN012-FAC-ECI	The Upgrade of Water Supply and Water Storage Capacity at UTT's Eastern Caribbean Institute of Agriculture and Forestry (ECIAF) Campus	72101510 - Plumbing system maintenance or repair	20 <sup>th</sup> May 2026, 10:30 a.m.	11 <sup>th</sup> June 2026, 12:00 noon
2026-TN013-FAC-CHN	The Upgrade and Maintenance to the Air Conditioning Systems at UTT's Chaguanas Campus for the period of Three (3) Years	72101511 – Air Conditioning Installation, Maintenance or Repair Service	20 <sup>th</sup> May 2026, 10:00 a.m.	11 <sup>th</sup> June 2026, 01:00 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](mailto:tenders@utt.edu.tt).

**Chief Procurement Officer, UTT**



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PRIVILEGED AND CONFIDENTIAL

TENDER BRIEF

INVITATION TO TENDER (ITT)

UPGRADE OF WATER SUPPLY AND WATER STORAGE CAPACITY AT  
THE UTT'S EASTERN CARIBBEAN INSTITUTE OF AGRICULTURE AND FORESTRY  
(ECIAF) CAMPUS

REFERENCE NO.: 2026-TN012-FAC-ECI

12<sup>TH</sup> MAY 2026

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

**1. Title and Reference**

**Title:** Upgrade of Water Supply and Water Storage Capacity at the UTT's Eastern Caribbean Institute of Agriculture and Forestry (ECIAF) Campus.

**Tender Reference Number:** 2026-TN012-FAC-ECI

**UNSPS Code:** Line of Business UNSPS Code **72101510**, **“Plumbing system maintenance or repair”**

**2. Background and Context**

The Eastern Caribbean Institute for Agriculture and Forestry (ECIAF) Campus is over sixty years old and the Campus has seen some expansion over the years. The current facilities infrastructure is stretched to the limits and in urgent need of improvement. The issue with the inadequate potable water supply at the Campus is exacerbated by the sporadic pipe borne water to the Campus from the service provider and this puts the welfare of the students living in the dormitories along with the farm animals and the crops in jeopardy.

The University of Trinidad and Tobago (UTT) is seeking a suitable Contractor to conduct an upgrade of the water storage capacities at its' ECIAF Campus. This phase of the upgrade is necessary for improving the availability and reliability of the water supply, which is specifically essential for serving the student dorms and farms located on campus. Increasing the water tank reserves will also reduce costs associated with having to procure truck borne water on a periodic basis.

**3. Scope of Requirement**

The scope of works for the Upgrade of Water Supply and Water Storage Capacity to the Farm includes, but is not limited to the following:

- Civil Infrastructure – Concrete Works
- Construction of new reinforced concrete plinths of various sizes at the locations identified on the layout drawings.
- Physical Infrastructure – Water tanks and associated plumbing works
- Relocation of existing water tanks to new locations as identified
- Installation of multiple new water tanks [of various capacities] on the concrete plinths with all required Schedule 40 plumbing connections.

**4. Performance and Quality Requirements**

The primary objective of this project is to improve the availability and reliability of the water supply on the Campus. As such, the overall performance and quality requirements would include, the timely completion of the works, minimal to no disruptions to campus

operations, maintain HSE standards, and adhering to all manufacturers specifications, and industry codes and standards.

## 5. Timeframes and Milestones

The University expects that the works shall be completed within Twelve (12) 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\*

*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. Completed Bills of Approximate Quantities

### d. Forms /Templates

- i. Form of Tender
- ii. Participant's Declaration Form
- iii. 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, Contractors Risk Assessment, HSE Policies & Procedures
- iv. Product Specifications
- v. Warranty and Guarantee
- vi. Work History / Customers / Clients References, Resumes of Key Personnel, Curriculum Vitae of Designated Person to manage the project/ coordinate the work
- vii. Sub-Contractors form (if applicable)
- viii. Payment Terms/Schedule

**f. Tender Specific (Post Tender/Precontract)**

- i. Public Liability Insurance
- ii. 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: 72101510 - "Plumbing system maintenance or repair"** 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](mailto: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**  
**12<sup>th</sup> May 2026**