



NATIONAL INSURANCE PROPERTY  
DEVELOPMENT COMPANY LIMITED (NIPDEC)

# INVITATION TO TENDER

## FOR THE PROVISION OF PRISONER TRANSPORT SERVICES FOR THE MINISTRY OF NATIONAL SECURITY

The National Insurance Property Development Co. Ltd. (NIPDEC), acting on behalf of the Ministry of National Security, invites your firm to submit a Proposal for the Provision of Prisoner Transport Services (the Proposal) throughout Trinidad and Tobago.

The Proposal will be evaluated according to the following basic criteria:

- i. General background of the Firm
- ii. Financial capability of the Firm
- iii. Work experience of the Firm in performing services of a similar value and nature
- iv. Available manpower, vehicle, and equipment resources
- v. Present workload
- vi. Eligibility based on submission of required statutory certificates.

Proponents are advised that Request For Proposals (RFP) Packages will be available from Monday May 6, 2019 at NIPDEC's Head Office and may be collected from:

- The Office of the Company Secretary at 56-60 St. Vincent Street, Port of Spain, between the hours of 9:00 a.m. to 12:00 noon and 1:00 p.m. to 3:00 p.m.

The RFP package is available at a non-refundable fee of **\$5,000.00** plus VAT. This non-refundable fee shall be paid at any branch of First Citizens Bank of Trinidad and Tobago Limited, Account #1448112, Swift Code FCTTTTPS.

For intermediary banking information, please refer to:

<http://firstcitizenstt.com/about/Branches-ATM/Correspondent-Banks.html>

To be allowed access to the RFP Packages, the Proponent must present their proof of payment to the office of NIPDEC's Company Secretary.

**SUBMISSION OF PROPOSALS WILL BE CLOSED  
on Thursday 13th June, 2019 at 2:00 p.m.**

The Completed Proposal must be addressed to:

**The Chairman of the Tenders Committee  
National Insurance Property Development Co. Ltd. (NIPDEC)  
56-60 St. Vincent Street  
Port of Spain, Republic of Trinidad and Tobago**

Sealed packages must be placed in the appropriately marked box situated in the Security Booth at NIPDEC's Head Office. **Late applications will not be considered.  
Tender submissions will not be accepted electronically.**

A Pre-Submission Briefing will be held at 9:00am on **Wednesday 15th May, 2019** at NIPDEC's Office 56-60 St. Vincent St. Port of Spain.

All submitting proponents will be invited to the opening of the Proposal to be held at NIPDEC's Head Office, 56 - 60 St. Vincent Street, Port of Spain on **Thursday 13th June, 2019 at 2:30 pm.**

NIPDEC's criteria for acceptance of surety for bonds provided by banks and insurance companies are as follows:

- a. Banks must have shareholders' equity of at least TT\$60 Million.
- b. Insurance Companies must have:
  - (i) Paid up capital and free reserves of at least TT\$30 Million and
  - (ii) Certification by the Supervisor of Insurance of the Company's capacity to issue the bond and confirmation that the requisite re-insurance is in place.

Further note that:

- (i) The Proponent shall bear all costs associated with preparation and submission of the Proposal including the non-refundable tender fee ;
- (ii) NIPDEC is not bound to accept the Proposal submitted.

Further information or clarification can be obtained from  
the Company Secretary, at NIPDEC.  
Telephone: 1 (868) 625-8750 Extension 4203 or email: [iwhite-wilson@nipdec.com](mailto:iwhite-wilson@nipdec.com)

**Company Secretary  
National Insurance Property Development Company Limited**



**NIPDEC**  
A Partner in Development