

INVITATION TO BID

LEASE OF GPS TRACKING SYSTEM FOR NPMC'S FLEET OF VEHICLES (2021 – 2024)

The Trinidad & Tobago National Petroleum Marketing Company Limited (NPMC) invites suitably qualified Suppliers / Contractors to bid for the lease, installation, commissioning, repositioning and maintenance of a GPS Tracking System for NPMC's fleet of vehicles (2021-2024).

PROJECT SCOPE

This Invitation to Bid (ITB) document requires the service provider to supply a hardware tracking unit to be installed in each of the Company's vehicle cab and/tank and a web-based interface capable of producing various reports in order to track, monitor and manage the Company's fleet. NPMC requests a fixed price quotation for the duration of the supply.

COLLECTION OF BID DOCUMENTS

Suppliers /Contractors wishing to respond may obtain the Invitation to Bid Documents from **Monday 2021 July 12 to Friday 2021 July 30** after the payment of a non-refundable fee of TT \$600.00 by Cash, Certified Cheque or LINX to the Cashier at **NP House, Sea Lots, Port-of-Spain** between the hours of **7:30 a.m. to 11:30 a.m.** and **1:00 p.m. to 2:00 p.m.**

Bid documents may be collected upon presentation of the receipt at the:

**Contracts Administration Department
Trinidad & Tobago National Petroleum Marketing Company Limited
NP House, National Drive, Sea Lots, Port-of-Spain,
TRINIDAD, W.I.**

SUBMISSION AND CLOSING OF BID DOCUMENTS

The original and a copy of each Bid shall be submitted in a plain brown envelope clearly marked:
LEASE OF GPS TRACKING SYSTEM FOR NPMC'S FLEET OF VEHICLES (2021 – 2024)
and addressed to:

**The Secretary Tenders Committee
Trinidad & Tobago National Petroleum Marketing Company Limited
NP House, National Drive
Sea Lots, Port-of-Spain**

And deposited in the **White Tenders Box, located in the Phase III Lobby** at the above address no later than **10.00 a.m. on 2021 August 18 Wednesday.**

Bids must be accompanied where applicable by:

- Valid Income Tax and Value Added Tax Clearance Certificates issued by the Board of Inland Revenue.
- Valid Certificate of Compliance issued in accordance with the National Insurance Act, Chapter 32:01.
- A copy of your receipt for the payment of \$600.00 for the bid documents must be enclosed in your bid package.

Tenders will be opened immediately after the time and date for closing, at NP House, National Drive, Sea Lots, Port-of-Spain. In light of the COVID-19 pandemic and the established guidelines for social distancing, there will be no in-person public opening of tenders. The opening of tenders will instead be conducted virtually via Microsoft Teams and the link would be made available via email.

Bids received after the closing date and time will not be considered.

RESERVATIONS / LIMITATIONS

Trinidad & Tobago National Petroleum Marketing Company Limited reserves the right to accept or reject any or all bids or annul the bid process at any time or cancel any or all of the works and services for which the Invitation to Bid is issued in its entirety or partially without defraying any costs incurred by the bidder in its participation in any part of the bidding process including but not limited to the preparation and submission of bids.



For all life's journeys