



**THE URBAN DEVELOPMENT CORPORATION OF TRINIDAD AND
TOBAGO LIMITED (UDeCOTT)**

**PROCUREMENT NOTICE
REQUEST FOR QUOTATION
THE PROVISION OF ELECTRICAL CORRECTIVE WORKS AT
THE SAN FERNANDO PARKADE**

The Urban Development Corporation of Trinidad and Tobago Limited (UDeCOTT) invites suitably qualified and experienced entities to submit quotations for the **Provision of Electrical Corrective works at the San Fernando Parkade**.

Proponents are advised that in keeping with the requirements of the Office of Procurement Regulation (OPR), suppliers of goods, works and services interested in conducting business with UDeCOTT must be registered and prequalified on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Proponents are advised that, for ease of reference, the relevant Lines of Business are identified in the respective Frequently Asked Questions (FAQs) available on UDeCOTT's website.

The tender process for this project will be conducted via UDeCOTT's E-Tender System. The RFQ package will be available on the E-Tender System from **Tuesday 1 September 2026**. To access the Tender, Proponents must register on the E-Tender System via <https://udecott.etenderworld.tt/login.php>

Should you encounter any technical difficulties in accessing or using the system, you are to immediately contact our IT Helpdesk at 225-4004 ext. 206 or etenderhelpdesk@udecott.com, carbon copying the Office of the Chief Procurement Officer at tenders@udecott.com.

The successful Proponent(s) shall be chosen using a competitive selection process as set out in the Request for Quotation (RFQ). Proponents are informed that submissions must include ALL the documents as set forth in the RFQ. Failure to do so may result in disqualification.

INFORMATION SESSIONS AND SITE VISITS

An Online Information Session will be held via Microsoft Teams on **Tuesday 8 September 2026, at 10:00 a.m.**

This will be followed by a Site Visit on **Tuesday 8, September 2026, at 1:00 p.m.** The assembly point is at San Fernando Parkade, Lady Hailes Avenue, San Fernando. Interested parties are kindly asked to confirm their availability, together with the names and preferred email addresses of their representatives who will be in attendance, via email to tenders@udecott.com

SUBMISSION

Proponents are advised that submissions must include ALL the documents as set forth in the RFQ and must be in accordance with the terms therein.

Failure to do so may result in disqualification.

The deadline date for submission of quotations is **30 September 2026, at 2:00 p.m. (AST)**.

Additional information may be requested through email forwarded to the attention of The Office of the Chief Procurement Officer at tenders@udecott.com

UDeCOTT reserves the right to reject any or all quotations for failure to comply with any mandatory requirements stated in the RFQ.

Please visit our website at udecott.com for further details and updates.

THE OFFICE OF THE CHIEF PROCUREMENT OFFICER

FREQUENTLY ASKED QUESTIONS (FAQs)

For The Provision of Electrical Corrective works at the San Fernando Parkade

What is the purpose of this Request for Quotation?

The purpose of this Request for Quotation is to identify and contract a suitably qualified and experienced Contractor to undertake the Project.

When will the RFQ be available?

The RFQ package will be available on UDeCOTT's E-Tender System from Tuesday 1 September 2026.

What is the Location of the site?

San Fernando Parkade, Lady Hailes Avenue, San Fernando.

Are interested parties required to register with the Office of the Procurement Regulator?

Proponents are advised that in light of the proclamation of the Public Procurement and Disposal of Public Property Act, 2015, all proponents interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>. Proponents are required to apply for pre-qualification in the OPR's Procurement Depository for the following:

Line of Business Code: **72151518** - Electric Power Supply Service

Is it mandatory to attend the online information session?

Attendance to the online information session is **not** mandatory. It does, however, provide a greater understanding of the requirements of the RFQ.

Are there any eligibility requirements for this Procurement Process?

To be eligible for evaluation and/or consideration to provide the Works, Proponents must be able to demonstrate the following:

- Incorporated or otherwise registered to do business in Trinidad and Tobago as evidenced by the Certificate of Incorporation or Registration (as applicable);
- Submission of Statutory Clearance/Compliance Certificates (for companies incorporated/registered in Trinidad and Tobago) valid as at the tender submission deadline, namely;
 - VAT Clearance Certificate
 - BIR Clearance Certificate
 - NIS Certificate of Compliance

Are interested parties required to register with the Office of the Procurement Regulator?

Proponents are advised that in light of the proclamation of the Public Procurement and Disposal of Public Property Act, 2015, all proponents interested in conducting business with UDeCOTT must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://oprtd.org/procurement-depository/>.

Are Proponents required to purchase the RFQ package?

There will be no cost for the RFQ package.

Proponents are to note that the responses provided as guidance to these Frequently Asked Questions do not relieve the Proponent of its obligation and responsibility to fulfil and comply with all requirements of the Request for Quotation.

SCOPE OF WORKS

Provision of Electrical Corrective Works at the San Fernando Parkade (SFP)



This Scope of Works outlines the requirements for the provision of **Electrical Corrective Works** at the **San Fernando Parkade**. The objective is to identify, rectify, and restore electrical systems to a safe, functional, and compliant condition.

1. Objectives

- To address existing electrical defects and faults within the facility.
- To ensure all electrical installations are safe, reliable, and compliant with applicable standards and regulations.
- To improve functionality and support the continuous operation of the Parkade.

2. Scope of Services

The Contractor shall provide all labour, tools, equipment, supervision, and materials necessary to execute the following works:

2.1 Inspection and Assessment

- Conduct a comprehensive inspection of the electrical systems within the Parkade.
- Identify defective, damaged, or non-functional components.
- Submit an assessment report outlining findings and recommended corrective actions.

2.2 Corrective Electrical Works

- Repair or replace faulty wiring, conduits, and electrical fittings.
- Repair and/or replace damaged distribution Panels, breakers, and switches.
- Troubleshoot and repair power supply issues affecting equipment and lighting systems.
- Address any exposed or unsafe electrical installations.

2.3 Lighting Systems

- Restore functionality to internal and external lighting fixtures
- Replace defective lamps, ballasts, drivers, and fittings as required
- Ensure adequate illumination levels throughout all levels of the Parkade Facility

2.4 Power and Distribution

- Inspect and repair power distribution panels and circuits
- Ensure proper load balancing and safe operation of electrical systems
- Tighten connections and eliminate overheating or loose terminations

2.5 Testing and Commissioning

- Conduct testing of all repaired and installed systems
- Verify that all electrical installations are functioning efficiently and safely
- Perform insulation resistance, continuity, and operational testing

SCOPE OF WORKS

Provision of Electrical Corrective Works at the San Fernando Parkade (SFP)



3. Deliverables

- The Contractor shall provide:
- Completed corrective works in accordance with this SOW
- Testing and commissioning reports
- Warranty documentation for installed materials/equipment (where applicable)
- As-built documentation (if modifications are made)

4. Duration

The works are expected to be completed within a mutually agreed timeframe from the date of commencement, based on the extent of defects identified.

GENERAL ITEMS

A. WORKING TIME

1. All maintenance work shall be done, where possible, with minimum disruption to the client's operations. Planned work can be scheduled with consultation with the Facilities Manager in accordance with the planned labour rates submitted.
2. The Contractor's hours of work shall be the arrival and departure times on site; no payment will be allowed for the designated lunch hour.
3. The Contractor shall report to the UDeCOTT staff on-site before commencing work. The Contractor must not appear on-site and begin work without approval of the UDeCOTT Representative.

B. RATES AND INVOICING

1. The rates quoted within shall remain consistent throughout the duration of the contract.
2. The Contractor shall not charge for the transportation of workers to the site.
3. Bid proposals shall be evaluated in accordance with the criteria as set out in the tender document.

C. PERFORMANCE MEASUREMENT

1. Specific Performance Measures shall include, but are not limited to: response time, quality of work, optimal use of human/material resources, competence/technical knowledge of supervisor/workers, and work team professionalism.

D. HSSE

1. The Contractor shall ensure that the Services conform to all local codes, standards, and other applicable codes, as well as the applicable laws of Trinidad and Tobago.
2. The Contractor shall comply with all applicable Laws and regulations regarding safety, including but not limited to those contained in the Occupational Safety and Health (Protective Measures) Order, which is or are the approved standards of safety for this Contract and which shall be considered as part of this Contract.

SCOPE OF WORKS

Provision of Electrical Corrective Works at the San Fernando Parkade (SFP)



3. The Contractor shall conform to UDeCOTT's Health and Safety and Environment (HSE) Manual and shall submit its own HSE policy, which shall conform to the same.
4. The Contractor shall ensure proper housekeeping is always performed and shall use reasonable efforts to keep the site and the premises clear of unnecessary obstruction to avoid danger to persons.
5. The Contractor shall provide its site personnel with personal protective equipment, which shall always be utilized on-site.
6. Always maintain a clean and safe work environment
7. Ensure all debris and waste materials are properly removed and disposed of
8. Reinstate all affected areas to their original or better condition upon completion.

E. OTHER ITEMS

1. The Contractor shall use all reasonable efforts to keep the site and the premises clear of unnecessary obstruction to avoid danger to persons.
2. The Contractor shall not permit the use of alcohol or radios on site, nor shall it permit pets to be brought upon the site or the use of inappropriate language thereon.
3. The Contractor shall indemnify UDeCOTT for any and/or all loss/damage/injury to persons/property, arising out of the neglect/actions/omissions of the Contractor through no fault attributed to UDeCOTT.
4. The Contractor must be able to communicate via email and other electronic means.