

# INVITATION TO BID

**IGOV/ITB/015/23**

**Closing Date – 16<sup>th</sup> June 2023**

Invitation to Bid for a Tier 4 Modular Data Centre for the Government of The Republic of Trinidad and Tobago (GoRTT)

## Background

The National Information and Communication Technology Company Limited, branded as "iGovTT" (hereinafter referred to as "the Company") was incorporated in July 2009 as a state-owned enterprise to continue the realisation of the National Information, Communication and Technology (ICT) Strategy for transforming Trinidad and Tobago into a knowledge-based economy.

The Company procures, project manages, implements and maintains Enterprise-Wide and major ICT solutions for Government, as well as, provides value-added ICT support services to Government Ministries, Divisions and Agencies (MDAs).

The Company is therefore seeking Bids for an Invitation to Bid (ITB) for a Tier 4 Modular Data Centre for the Government of The Republic of Trinidad and Tobago (GoRTT).

## Requirements

Bidders are required to submit a Bid for an Invitation to Bid for a Tier 4 Modular Data Centre for the Government of The Republic of Trinidad and Tobago (GoRTT).

\*Terms of Reference can be reviewed in Appendix 7.1\*

## Purchase of ITB Packages

Invitation To Bid packages are available for a **non-refundable fee of Three Thousand Trinidad and Tobago Dollars (TTD 3,000.00)** VAT Inclusive or equivalent USD for foreign Bidders. Packages can be purchased directly from iGovTT's eTender website via credit card at <https://igov.etenderworld.tt/>.

## Payment Guidelines

### Local & Foreign Proponents

**Step 1** - Log on to iGovTT's eTender Website – <https://igov.etenderworld.tt/>

**Step 2** - Go to Home Screen

**Step 3** - Purchase and download Tender package

## ITB Process

The Invitation To Bid will be conducted as follows:

### 1. Stage 1 – Review of Bid Conformance Documents:

In accordance with the ITB requirements, the Bidder's submissions will be reviewed against the Bid Conformance checklist. Only Bidders who have successfully passed this stage will advance to Stage 2 – Evaluation of Technical Submission.

### 2. Stage 2 - Evaluation of Technical Submission:

The Bidder's Technical Bids will be evaluated in accordance with the ITB Evaluation Criteria.

### 3. Stage 3 - Pre-Qualification of Bidder:

Bidders will be subjected to a Pre-Qualification Evaluation in accordance with the rules outlined in the Pre-Qualification package. Only Bidders who have successfully passed the Pre-Qualification will advance to Stage 4.

### 4. Stage 4 - Evaluation of Financial Submission

Bidders who would have successfully passed Stages 1 to 3 will advance to have their Financial Bids evaluated by the Company.

## ITB Timetable

Event	Date	Time
Issue of ITB	30 <sup>th</sup> April 2023	N/A
Vendor Clarification Meeting	12 <sup>th</sup> May 2023	10:00 a.m.
Deadline for submissions of Questions/Queries	19 <sup>th</sup> May 2023	4:00 p.m.
Deadline for issuing final Addendum	02 <sup>nd</sup> June 2023	4:00 p.m.
Deadline for submission of Bids	16 <sup>th</sup> June 2023	3:00 p.m.

## Request For Information

The Company requires the following to be submitted when requesting information:

- All requests for information shall be emailed to [tenders@igovtt.tt](mailto:tenders@igovtt.tt)
- The ITB number must be in the subject of your email
- Your Company's Name and Contact Email

## Submission of ITB

Bids shall be submitted electronically to <https://igov.etenderworld.tt> no later than **3:00 p.m. on 16<sup>th</sup> June 2023**.

Please be guided by the following steps for ITB packages submissions:

1. Log in to portal at <https://igov.etenderworld.tt>;
2. Download ITB; and
3. Upload your submission before deadline at 3:00 p.m. on 16<sup>th</sup> June 2023.

### Conditions of Participating in the ITB Process

iGovTT **DOES NOT BIND ITSELF** to accept any Bid, nor to reimburse Bidders for any expenses incurred in preparation of ITB submissions.

By issuing this ITB, iGovTT is not bound in any way to enter into any contractual or other arrangement with any party.

iGovTT reserves the right to terminate, amend or vary the ITB process by notice to all Bidders in writing. The Company will not accept liability for any losses caused to you as a result of this change.