



EXPRESSIONS OF INTEREST NOTICE

EXPRESSIONS OF INTEREST FOR THE PROVISION OF PROJECT MANAGEMENT CONSULTANT (TOBAGO)

The Sports Company of Trinidad and Tobago Limited (SporTT) invites suitably qualified individuals and firms to provide Project Management Consultancy Services in Tobago for SporTT.

The purpose of this notice is to seek Expressions of Interest (EOI) from suitable individuals and firms with proven track records, qualifications and experience in consultancy services in Project Management related matters, that can work exclusively on projects based in Tobago.

JOB SUMMARY:

The incumbent will be responsible for the supervision of a wide range of projects in Tobago from start to finish, ensuring that projects are completed within time and budgetary constraints. They will also be required to organise and oversee that procedures are adhered to and ensure the efficient use of resources, control cost and quality of projects. The incumbent must be either based in Tobago or have dedicated resources to enable mobilisation on short notice.

ELIGIBILITY:

Interested individuals or firms shall provide the following information/documentation in support of their competence, ability and suitability:

- Evidence of qualifications
- Listing of professional capabilities
- Details of relevant experience
- Listing of job or work history
- Current signed CVs; and
- References from previous work engagements.

All packages must be submitted in sealed envelopes addressed to and deposited in the cream box, located in the Lobby area of the Aquatic Centre, Balmain Main Road, Couva until **29 March 2019** labelled as follows:

**“Expressions of Interest for Project Management Consultant (Tobago)
The Sports Company of Trinidad and Tobago Limited (SporTT)
National Aquatic Centre, off Couva Main Road
Balmain, Couva.”**

SporTT reserves the right to formulate a shortlist of entities based on its assessment of responses received, from whom a detailed technical and financial proposal would be requested at a later stage.

Each EOI submission should comprise two (2) copies of each document submitted.

The size of the opening of the box is 12cm x 38cm and packages must be able to pass through the opening.

THE TENDERS SECRETARY