



## FREQUENTLY ASKED QUESTIONS (FAQs)

### REQUEST FOR PROPOSAL THE PROVISION OF PREVENTATIVE MAINTENANCE SERVICES TO THE AIR CONDITIONING SYSTEMS

#### AT THE NATIONAL RACQUET CENTRE - RFP ID# 018-FAC-003-012025

SporTT wishes to advise that the following responses do not preclude the Proponent from providing all requirements of this Request for Proposals.

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**1. ARE PROPONENTS REQUIRED TO SUBMIT A TENDER SECURITY BOND WITH THEIR PROPOSALS?**

A Tender Security Bond valued at Twenty Thousand Dollars (TTD \$20,000.00), is required for this RFP. No cheques will be accepted. Failure to submit the required original bond along with the proposal will result in disqualification.

**2. WHEN WILL THE RFP DOCUMENT BE AVAILABLE?**

Interested firms may request a copy of the RFP package via email at [tenders@sportt-tt.com](mailto:tenders@sportt-tt.com) from **Tuesday January 14<sup>th</sup>, 2025**.

**3. WHO MAY PARTICIPATE IN THIS TENDER?**

This tender is open to only locally registered firms.

**4. ARE PROPONENTS REQUIRED TO PURCHASE THE RFP PACKAGE?**

There will be no cost for electronic copies of this or any RFP package.



**5. CAN THE DETAILS OF RFP DOCUMENT BE REVIEWED BEFORE IT IS OFFICIALLY REQUESTED?**

Interested firms can view an excerpt of the Tender Document (Scope and Evaluation Criteria) on SporTT's website ([www.sportt-tt.com](http://www.sportt-tt.com)) only.

**6. ARE INTERESTED PARTIES REQUIRED TO REGISTER WITH THE OPR?**

All firms desirous of conducting business with SPORTT or any public body, must be registered on the OPR Procurement Depository. Guidance for registration can be found on the OPR website via <https://opr.org/procurement-depository/>. Suitably qualified contractors must therefore register in the OPR's Procurement Depository for the following:

**Lines of Business Code** for this Tender

**72101511**      *Air conditioning installation or maintenance or repair service*

**7. IS THE SITE VISIT MANDATORY?**

Attending the site visit is mandatory.

**8. ARE THERE ANY ELIGIBILITY REQUIREMENTS FOR THIS TENDER?**

Eligibility requirements are as follows:

- a. Certificate of Incorporation,
- b. Valid VAT Certificate & Compliance Certificate,
- c. NIB Certificate & Compliance Certificate
- d. BIR Certificate & Compliance Certificate,



- e. Recent Annual Return
- f. Original Tender Security Bond
- g. OPR Registration Number and Lines of Business
- h. Declaration and Commitment Form

**9. TO WHOM SHOULD QUESTIONS ABOUT THE RFP DOCUMENT BE ADDRESSED?**

Questions/queries concerning this tender are to be emailed to the attention of The Procurement Unit at [Tenders@sportt-tt.com](mailto:Tenders@sportt-tt.com) only.

**10. WHEN IS THE DEADLINE FOR SUBMISSION OF CONTRACTOR PROPOSALS?**

The Deadline Date for submissions is **Wednesday February 5<sup>th</sup>, 2025 by or before 2:00 p.m.**