

# REQUEST FOR PROPOSAL (RFP)

## PROVISION OF SECURITY SERVICES FOR A TWO-YEAR PERIOD FOR THE NATIONAL INSURANCE BOARD OF TRINIDAD AND TOBAGO

The National Insurance Board of Trinidad and Tobago (NIBTT) hereby invites suitably qualified companies/individuals to submit proposals for the provision of Security Services for a Two-Year Period to the NIBTT - Referece #TR2223-001.

### Collection of Proposal Documents

Request for Proposal (RFP) Documents will be made available via email requests. It can be requested through the Manager Procurement @: [managerprocurement@nibtt.net](mailto:managerprocurement@nibtt.net). **Mondays - Fridays between 8:00 a.m. and 4:00 p.m. local time. The deadline date for requests is August 10th 2022, at 4:00 p.m. local time.**

### Closure Date

The deadline date for submission of proposals is **Tuesday 30th August 2022 at 4:00 p.m. local time.**

### Evaluation Criteria

Proposals will be evaluated according to pre-defined criteria, which, in summary, are designed to determine:

1. Approach to provision of services:
  - Management Approach to provision of services
  - Personal selection and training approach
  - Training
  - HSE
2. Financial strength and Experience of Firm
3. Adequacy of Insurance Coverage
4. Experience and Track Record
5. Cost

### Submission Instructions

Proposals **MUST** be submitted via email only to Corporate Secretary by **Tuesday 30th August 2022 at 4:00 p.m. local time.** All other requirements relative to the submission of proposals are outlined in the RFP document.

Should further information be required in respect of this advertisement, queries may be directed as follows:

The Manager Procurement  
National Insurance Board of Trinidad and Tobago  
14-19 Queen's Park East  
Port of Spain  
[managerprocurement@nibtt.net](mailto:managerprocurement@nibtt.net)