



TRINIDAD AND TOBAGO
BUREAU OF STANDARDS

<https://website.crosq.org/job/rfp-ttbs-consultancy-accreditation/>

Consultancy Services – Accreditation-related (TTBS)

Description

Consultancy Services for the Development of the System for Accreditation to The USA FDA Requirements to Qualify as a Third-Party Certification Body Capable of Conducting Food Safety Audits and Issuing Food and Facility Certifications

RFP# TTBS 2024-CERT 9

Hiring organization

Trinidad and Tobago Bureau of Standards

Employment Type

Contractor

Date posted

April 23, 2024

Valid through

24.05.2024

REQUEST FOR PROPOSAL

The Trinidad and Tobago Bureau of Standards (TTBS) invites suitably qualified firms to submit Proposals for the following:

Consultancy Services for The Development of the System for Accreditation to The USA FDA Requirements to Qualify as A Third-Party Certification Body Capable of Conducting Food Safety Audits and Issuing Food and Facility Certifications

RFP # TTBS 2024-CERT 9

RFP Issue Date	▶ Monday 22nd April 2024
Pre-Bid Meeting Date & Time	▶ Not Applicable
Submission Deadline Date & Time	▶ Friday 24th May 2024 at 1:00 p.m. (AST)

1. Interested vendors are required to send an email request to: procurement.officer@ttbs.org.tt in order to be issued the RFP Documents. An electronic copy of the complete set of RFP documents will be provided via email from procurement.officer@ttbs.org.tt. The request should contain the following information:
 - i. the vendor's business name, address, telephone number and email; and
 - ii. the name, designation, email address and direct contact number of the vendor's designated representative for the purpose of the RFP.
2. The contract will be awarded in accordance with the pre-defined evaluation methodology outlined in the RFP documents. The services to be provided will be governed by the terms and conditions outlined in the draft contract included in the RFP Document.
3. In accordance with the Public Procurement and Disposal of Public Property Act, 2015 (as amended), suppliers of goods, works and services, interested in conducting business with TTBS must be registered on the OPR Procurement Depository. The relevant guidelines for registration can be found on the OPR website via <https://opr.tt.org/procurement-depository/>. Therefore, TTBS is inviting suitably qualified firms to register and apply for pre-qualification in the OPR's Procurement Depository for the following:
 - Line of Business Code: 81141511 – Quality control and quality assurance consultancy services

4. Bids must be completed and submitted in accordance with the instructions outlined in the RFP documents.
5. Bids shall be submitted electronically to tenders@ttbs.org.tt in accordance with the instructions provided in the RFP documents no later than on the date and time indicated in the table above. Late submissions will not be accepted. Vendors are strongly advised to ensure that they submit their Bids well in advance of the deadline, to mitigate the risk of their Bids being rejected.
6. **LATE Bids will not be considered under any circumstances.**
7. TTBS does not bind itself to accept the lowest or any Bid.
8. TTBS reserves the right to cancel the present notice in its entirety or partially, without defraying any cost incurred by any firm in submitting their Bids.
9. Failure to comply with any of these instructions or submit any mandatory documents will result in bids not being considered.

**TRINIDAD AND TOBAGO
BUREAU OF STANDARDS**
 Procurement Officer: 868-662-8827 • Ext. 2004
 1-2 Century Drive,
 Trincity Industrial Estate, Macoya, Tunapuna
 Tel Nos.: 662-TTBS (8827), 663-4835/6
 Fax No.: 663-4335 • Email: ttbs@ttbs.org.tt
 Website: www.gottbs.com