

REQUEST FOR EXPRESSIONS OF INTEREST



CLOSING DATE: Tuesday 9th February, 2021 TIME: 1:30 P.M.

EOI Reference No.	Description
EOI/220/01-21	The Trinidad and Tobago Electricity Commission is desirous of inviting Expression of Interests for Replacement of the Time and Attendance Software.

Documents for the above EOI are now available for download online at www.ttec.co.tt

Please send an email to tenderqueries@ttec.co.tt to indicate interest in the Expression of Interest. This email must contain the following information - Name of Company, Contact Person and Contact Number. Upon sending the email, a call should be placed to confirm receipt by the Commission.

ALL EOI documents MUST be submitted in SOFT COPY ONLY (preferably CDR/DVDR, or Flash Drive) USING PDF FORMAT. Proposals shall be placed in a PROPERLY SEALED ENVELOPE WITH THE TITLE AND REFERENCE NUMBER OF THE EOI BOLDLY MARKED ON THE FACE OF THE ENVELOPE AND ADDRESSED TO:

**The Secretary
Tenders and Contracts Committee
TRINIDAD AND TOBAGO ELECTRICITY COMMISSION
L.P. #846 Southern Main Road
King Village, California
TRINIDAD AND TOBAGO**

EOIs MUST be placed in the Tender Box located at:

L.P. #846 Southern Main Road, King Village, CALIFORNIA
BETWEEN THE HOURS OF 8:30 A.M. TO 11:45 A.M. AND 1:00 P.M. TO 3:30 P.M. MONDAYS TO FRIDAYS EXCEPT ON PUBLIC HOLIDAYS.

Note: On the Closing Date of the EOI being submitted, bids would be accepted during the hours stated above, but not later than the advertised closing time.

* Valid contact information (Email Address, Telephone Number, Mailing Address) must be inserted in the logbook at the tender box. This is to ensure that the Commission can provide tenderers with the receipt.

NO SUBMISSIONS WILL BE ACCEPTED AFTER THE DEADLINE FOR RECEIPT

For questions and clarifications please send an email to tenderqueries@ttec.co.tt

PLEASE NOTE THAT ALL QUERIES MUST BE RECEIVED NO LATER THAN 14 DAYS PRIOR TO THE CLOSING DATE AND RESPONSES WILL BE PROVIDED NO LATER THAN 7 DAYS BEFORE THE CLOSING DATE OF THE EOI.

**TRINIDAD AND TOBAGO
ELECTRICITY COMMISSION**

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