



# REQUEST FOR PROPOSAL

## PROVISION OF COMMON USE PASSENGER PROCESSING SYSTEM (CUPPS) AND COMMON USE SELF SERVICE (CUSS) PLATFORMS FOR USE AT THE PIARCO INTERNATIONAL AND A.N.R ROBINSON INTERNATIONAL AIRPORTS

Airports Authority of Trinidad and Tobago ("the Authority") invites sealed Proposals from suitably qualified individuals or companies/businesses for the provision of:

### "COMMON USE PASSENGER PROCESSING SYSTEM (CUPPS) AND COMMON USE SELF SERVICE (CUSS) PLATFORMS FOR USE AT THE PIARCO INTERNATIONAL AND A.N.R ROBINSON INTERNATIONAL AIRPORTS"

The RFP Document will be available from **Friday 3rd December, 2021**. In order to obtain the RFP Document, prospective Proposers must email the Corporate Secretary at [corporate\\_secretary@tntairports.com](mailto:corporate_secretary@tntairports.com), on or before **Wednesday 15th December, 2021 at 4:00 p.m. AST** with the subject "**Common Use Passenger Processing System (CUPPS) and Common Use Self Service (CUSS) platforms for use at the Piarco International and A.N.R Robinson International Airports**", requesting the RFP document. The email must include:

1. Company Name;
2. Company Representative Name;
3. Representative Email Address; and
4. Representative Telephone contact.

Prospective Proposers are required to attend a **Mandatory Virtual Pre-Proposal Meeting** to acquaint themselves with conditions which may influence their Proposal. The **Mandatory Virtual Pre-Proposal Meeting** is scheduled for **Thursday 16th December, 2021 at 10:00 a.m. AST**. Invitations will be emailed to Proposers who have requested the RFP document.

Proposals must be uploaded in soft copy in Portable Document Format ("PDF") via the link provided by the Authority no later than **2:00 p.m. AST on Friday 7th January, 2022**.

The Authority shall host a virtual public opening thereafter at **2:30 p.m. AST**. Proposers or their representatives may be present at the virtual opening.

**LATE PROPOSALS WILL NOT BE CONSIDERED IN ANY CIRCUMSTANCES. Proposals submitted by means of facsimile or email shall not be considered.**

**A Proposer who participates in or submits more than one Proposal shall cause all Proposals submitted to be rejected.**

The Authority will not defray any costs incurred by Proposers during the preparation and/or submission of their Proposals.

Failure to attend the Mandatory Virtual Pre-Proposal Meeting will result in the disqualification of the submitted Proposal.

The Authority does not bind itself to accept the lowest or any other Proposal.

Secretary – Tenders Committee  
Airports Authority of Trinidad and Tobago  
December, 2021

