



Airports
Authority
OF TRINIDAD AND TOBAGO



REQUEST FOR PROPOSAL

AIRPORT ADVERTISING CONTRACT AT THE PIARCO INTERNATIONAL AIRPORT, PIARCO AND ANR ROBINSON INTERNATIONAL AIRPORT, TOBAGO

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

"AIRPORT ADVERTISING CONTRACT AT THE PIARCO INTERNATIONAL AIRPORT, PIARCO AND ANR ROBINSON INTERNATIONAL AIRPORT, TOBAGO"

Tender Documents may be perused at the Information Resource Centre, Airports Administration Centre, South Terminal, Piarco International Airport, Golden Grove Road, Piarco from **November 11th, 2021** but can only be taken away upon payment of a non-refundable Tender Fee of (US\$500.00). **A copy of the receipt for purchase must be submitted with the Proposal.**

Prospective Proposers who are not based in Trinidad and Tobago may request wire transfer information through the Secretary of the Tenders Committee at email: corporate_secretary@tntairports.com, to arrange payment of the non-refundable Tender Fee and the subsequent transmittal of the Tender Document.

Prospective Proposers are invited to attend a **non-mandatory Pre-Proposal Meeting and Site Visit** to acquaint themselves with conditions which may influence their Proposal. The non-mandatory Pre-Proposal Meeting and Site Visit is scheduled for **December 8th, 2021 at 10:00 a.m.** Atlantic Standard Time (AST). There will be a virtual presentation of the ANR Robinson International Airport, Tobago.

Proposers must submit one (1) Original and one (1) Hard Copy of their Proposal in letter format (i.e. 8 ½ x 11) and one (1) soft copy of their Proposal in Portable Document Format (PDF) on a flash drive or CD in an opaque sealed envelope labelled:

"Airport Advertising Contract at the Piarco International Airport, Piarco and ANR Robinson International Airport, Tobago"

and addressed to

The Secretary to the Tenders Committee
Airports Authority of Trinidad and Tobago
Airports Administration Centre
Piarco International Airport
South Terminal
Golden Grove Road
Piarco

Envelopes must be deposited in the appropriately labelled Tender Box located in the lobby of the Airports Administration Centre, South Terminal, Piarco International Airport, Golden Grove Road, Piarco **no later than 2:00 pm AST on December 29th, 2021.**

Proposals will be opened publicly shortly thereafter at 2:30 p.m. AST. Proposers or their representatives may be present at the opening.

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

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

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

Secretary - Tenders Committee
Airports Authority of Trinidad and Tobago
November, 2021

