



Government of the Republic of Trinidad and Tobago

Ministry of Public Administration

REQUEST FOR PROPOSALS

Request for Proposals for the Acquisition of Specialized, Off-the-Shelf Software to Facilitate the Collation and Measurement of agreed Key Performance Indicators during the Pilot Implementation of the Public Sector Performance Management System in Trinidad and Tobago



Pursuant to its mandate, the Ministry of Public Administration is championing the implementation of a Public Sector Performance Management System (PSPMS).

The purpose of the PSPMS is to improve the overall effectiveness of the State by establishing a sustainable mechanism for results-based management and service delivery. A key support to the initiative is the acquisition of a specialized, off-the-shelf software for a Results Based Management system that will be used to systematically collect, track and report on key performance data linked to the strategic projects of the Ministries, Departments and Agencies.

Tender Closure

**Monday 14th November, 2022
at 2:00pm AST**

(Tender will remain open for six weeks)

Late bids will not be considered

Open Tender

- Manual or Electronic Submissions
- Two (2) Envelope System

Prospective Proponents may submit their tenders Manually **OR** Electronically.

Proposals must be clearly labelled in accordance with details provided in the Request for Proposals (RFP).

For Manual Submissions, Envelopes must be deposited in the BROWN Tenders Box, located in the Level 5 lobby of the Ministry of Public Administration at the National Library Building, #23 Abercromby Street, Port-of-Spain.

For Electronic Submissions, Proposals in separate zip files must be emailed to ***mpatenders@gov.tt***

Proposals sent to any other email address will not be considered.

Only one (1) application for this RFP process using one (1) of the aforementioned modes of submission will be considered.

Interested Proponents are required to send an email to request a copy of the RFP document to ***mpatenders@gov.tt***. The email request should contain the following information:

- i) The Firm's business name, address, telephone number and email;
- ii) The name, designation, email address and direct contact number of the designated representative for the purpose of the RFP.

The Ministry of Public Administration (MPA) does not bind itself to accept the lowest or any other proposal. The MPA reserves the right to cancel this RFP at any time in its entirety or partially, without defraying any costs incurred by any firm in submitting its proposal.