



**OFFICE OF THE CHIEF SECRETARY
PRE-QUALIFICATION QUESTIONNAIRE
FARMLAND DEVELOPMENT PROGRAM**

Date Submitted		Mobile #	
Name of Contractor			
Address			
Years of Experience		PREQUALIFIED WITH THE PROCUREMENT CONTROL OFFICE?	Yes No
Email Address			
Bank			
NIS Reg. #		VAT Reg. #	
BIR #		INCORPORATION/BUSINESS CERTIFICATE #	

LIST AVAILABLE MINIMUM EQUIPMENT

NO	EQUIPMENT DESCRIPTION	QUANTITY
1	4no. 5.4 cu. M. dump trucks	
2	1no. Motor Grader	
3	1no. Spreader	
4	1no. 330 Excavator	
5	1no. Front End Loader	
6	1no. Backhoe	
7	1no. 11ton Roller Compactor	
8	1no. 3ton Roller Compactor	
9		

EQUIPMENT LEASING/RENTAL

NAME OF BUSINESS FROM WHICH EQUIPMENT SHALL BE LEASED/RENTED	
NAME OF MANAGING DIRECTOR	
CONTACT # & EMAIL ADDRESS	

HISTORY OF WORKS OF A SIMILAR NATURE		
NO	DESCRIPTION OF WORKS	VALUE
1		
2		
3		
	NAME & ADDRESS OF QUARRY	
Name of Quarry		
Address of Quarry		

CHECKLIST OF ATTACHED DOCUMENTS

NO	DOCUMENTS	YES	NO
1	Copy of Business Incorporation/Registration Certificate		
2	Copy of Income Tax		
3	Copy of BIR		
4	Copy of VAT Compliance Certificate		
5	Proof of ownership or availability of minimum equipment		
6	Evidence of Financial Capacity		
7	Evidence of Domiciled on the island of Tobago		
8	Provision of two references from past clients		
9	Evidence of works done of a similar nature		
10	Evidence of ability to acquire to acquire permits, statutory compliance certificates and regulatory approvals		
11	Evidence of ownership of a quarry or access to quarry material		
DUE DILIGENCE OF THE OCS			
a.	Do you have the legal capacity to enter into the procurement contract?	YES	NO
b.	Are you insolvent, in receivership, bankrupt or being wound up and are you the subject of legal proceedings?		
c.	Are your directors or officers been convicted of any criminal offence?		
d.	have you fulfilled your obligations to pay all required taxes and contributions in Trinidad and Tobago?		
e.	Do you have the necessary professional and technical qualifications and competence, financial resources, equipment and other physical facilities, managerial capability, reliability, experience and personnel to perform the procurement contract?		

DIRECTORS INFORMATION

NO	NAME OF DIRECTORS	ADDRESS	MOBILE

DECLARATION

I, _____ make this declaration of truth and affirms that the contents of my application are true and correct to the best of my knowledge and belief. I agree should any of the information I have provided found to be untrue, my application will be rejected and my company may possibly be blacklisted from partaking in project put out by the Tobago House of Assembly.

SIGNATURE

DESCRIPTION	SIGNATURE	DATE
Managing Director		

STAMP

