

# Expression of Interest for Prequalification

National Entrepreneurship Development Company Limited is a Trinidad and Tobago state enterprise tasked with developing the capacity of the Small and Micro Enterprise (SME) sector by the provision of entrepreneurial support services, in the form of loans, and business training.

**Proposals for the Expression of Interest for prequalification are asked for the following areas:**

## GENERAL SERVICES:

- Facilities Management,
- Janitorial Services,
- Security Services,
- Pest Control Services,
- Hygienic Services,
- Auditors
- Bailiffs,
- Photography,
- Vehicle Maintenance
- Catering,
- Insurance,
- Advertising,
- Graphic Design & Signage,
- Décor / Floral, Transportation
- Auto Body Repairs
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## CONSULTANCY SERVICES:

- Human Resources,
- Safety Management,
- Web Development,
- Video Production
- Facilitators / Training providers
- Training & Development,
- Organisational Development & Change Management,
- Marketing and Advertising,
- Business Planning and Development
- Records Management
- Policy Writing & Compilation

## GOODS & EQUIPMENT SUPPLIES:

- Stationery, Toners, Inks,
- Office Furniture,
- IT Equipment,
- Appliances,
- Water/Water Coolers,
- Grocery,
- Hardware,
- Sound Equipment Rental,
- Tent/Tables/Chairs Rental

## CONTRACTORS:

- Electrical
- Plumbing
- Maintenance
- AC Services/Parts
- Telecommunication
- Landscaping

## LEGAL:

- Attorneys

## Availability of Pre-qualification forms

Forms will be available from **MON 29<sup>TH</sup> OCT TO FRI 9<sup>TH</sup> NOV 2018 BETWEEN THE HOURS OF 8:00AM TO 3:00PM** at any of our NEDCO Branch locations listed below, **OR** on our website [www.nedco.gov.tt](http://www.nedco.gov.tt)

- *Head Office, 38 New Street, Port of Spain*
- *135 Eastern Main Road, Tunapuna*
- *93 Ramsaran Street, Chaguanas*
- *13 Naparima Mayaro Road, Cocoyea Village, San Fernando*
- *TARN Building, Lot #2 Glen Road, Scarborough, Tobago*

*All enquires must be submitted via email ONLY to [EOI@nedco.gov.tt](mailto:EOI@nedco.gov.tt) no later than Friday 23<sup>rd</sup> November at 1:00pm.*

## Completed packages:

Completed packages **MUST** be submitted **NO LATER THAN 3:00 PM ON NOVEMBER 30<sup>TH</sup> 2018** to one of the locations listed above in a sealed envelope labelled as below:

**EOI for Prequalification – (List area (s) of service)**  
**National Entrepreneurship Development Company (NEDCO)**  
**Chief Executive Officer**

