



TOBAGO REGIONAL HEALTH AUTHORITY

TENDER NOTICE 2024

The **Tobago Regional Health Authority (TRHA)** invites service providers to submit proposals for the following category of Open Tender as outlined below:

TENDER FOR LEASE OF COMMERCIAL SPACE - CAFETERIA SERVICES

The Tobago Regional Health Authority (TRHA) invites sealed tenders from eligible bidders for the Lease of Commercial Space to Operate Cafeteria Services.

Payments

A non-refundable fee of **Three Hundred Dollars (TT \$300.00)** must be paid at the Finance Department of the Tobago Regional Health Authority (Head Office) or, via direct deposit to the First Citizen's Bank Account #2448169; Account Name - TRHA Goods & Services; Routing Number (01010013); Chequing Account (DDA), before the package can be issued.

Tender Package

Tender Packages can be obtained from the TRHA's Head Office, or, in an electronic format, and emailed from tenders@trha.co.tt or a duly authorized officer of the Procurement Department of the Tobago Regional Health Authority from **Wednesday 7th February 2023** on weekdays between the hours of **8:00 a.m. and 4:00 p.m.**

The deadline for purchasing tender documents from our head office or email is 4:00 p.m. on **Wednesday 21st February, 2024.**

NB: Only prospective bidders who have purchased solicitation documents (and emailed proof of such) can submit proposals.

Bidders **MUST SUBMIT** the receipt received upon payment to the email address stated, (tenders@trha.co.tt). The Tender Package will be emailed upon submission of proof of payment.

Submission of Packages

Completed packages must be submitted in **sealed envelopes** and deposited in a specially marked tender box:

“TENDER FOR LEASE OF COMMERCIAL SPACE TO OPERATE CAFETERIA SERVICES”

Envelopes should be clearly marked:

“TENDER FOR LEASE OF COMMERCIAL SPACE TO OPERATE CAFETERIA SERVICES”

**CHIEF EXECUTIVE OFFICER
TOBAGO REGIONAL HEALTH AUTHORITY
LEVEL 3, #5 MONTESSORI DRIVE
GLEN ROAD
SCARBOROUGH
TOBAGO**

Deadline Submission Dates:

Deadline for purchase and request of documents:

Wednesday 21st February, 2024

Closing date for submission: **Tuesday 19th March 2024 at 12:00 noon.**

NOTE: Late submissions will **NOT** be considered.

Additional information can be obtained from the Procurement Office at

660-4744 (3492, 3067, 3289) or

Visit the TRHA’s Website at *<https://trha.co.tt/alpha/tenders/>*