



## REQUEST FOR EXPRESSION OF INTEREST COMMERCIALISATION OF PROPERTIES

### Expressions of Interest

The Trinidad and Tobago Postal Corporation (TTPost) is a Corporate Body established under the Trinidad and Tobago Postal Corporation Act Number 1 of 1999 to provide Postal and related services.

TTPost invites suitably qualified firms or individuals in Trinidad and Tobago to submit Expressions of Interest (EOI) to establish commercial operations/businesses on six (6) of the Corporation's properties.

TTPost proposes to develop a business relationship with the experienced firms or individuals to undertake suitable business activities on the premises. The properties are located in the following areas listed in the table below:

No.	Location	Description
1.	<b>Couva</b> Railway Road , Couva	Dilapidated building, single wooden unit
2.	<b>Marabella</b> Southern Main Rd, Marabella	Lot with old structure to be demolished/works to be carried out
3.	<b>Curepe</b> #22 Eastern Main Rd, Curepe	2 storey building (currently in use)
4.	<b>Penal</b> Siparia-Erin Road, Penal	Paved with no structure/Currently used as a Car park
5.	<b>San Juan</b> # 5 Eastern Main Rd, San Juan	2 storey building (currently in use)
6.	<b>Mayaro</b> #2 Guayaguayare Road, Mayaro	Single Storey building (currently in use)

**PLEASE NOTE: This Notice is for Expressions of Interest only.**

### Background

The Trinidad and Tobago Postal Corporation (TTPost) is a State Corporation, formed by an Act of Parliament, the Trinidad and Tobago Postal Corporation Act No. 1 of 1999.

Its Administrative Headquarters and major mail processing operations are located at the National Mail Centre, Golden Grove Road, Piarco. TTPost also operates its business from forty-six (46) Delivery Offices and twelve (12) Retail Outlets, throughout Trinidad and Tobago. TTPost is seeking to partner with other firms/ individuals by exploring and developing creative strategies in a bid to improve and upgrade revenue generation.

### The Scope of business activity includes but not limited to the following:

- Determine the highest and best use for all Locations/Sites.
- Evaluate the risk profile and return potential for different implementation of business formats
- Make recommendations and develop strategies for attracting and creating new business.
- Engaging relevant resources to monetise business opportunities

### Information Requested for Consideration

- Declaration of Nationality
- Examples of the three (3) most recent assignments where the firm/ individual has completed similar projects. Provide contact information for use as references
- Methodology used by the firm to undertake and deliver similar projects
- Evidence of the Firm's financial stability, i.e. two (2) years of the most recently Audited Financial Statements of the Firm
- Copies of Curriculum Vitae of its key personnel to be assigned to this project

**Site Visit:** Proposals that merit consideration may warrant Site Visit as necessary.

Additional information can be obtained from:

**The General Manager  
Sales & Marketing  
Trinidad and Tobago Postal Corporation (TTPost)  
National Mailing Centre  
Golden Grove Road, Piarco 350462  
Trinidad and Tobago  
Tel: 1-868-669-5361 Ext 340**

**Closing Date for Receipt of Expressions of Interest**

Letters of Expressions of Interest and accompanying documents should be deposited in a sealed envelope on Thursday 9<sup>th</sup> January, 2020 **no later than 2:00 pm.** in the Procurement Unit, Trinidad and Tobago Postal Corporation (**TTPOST**) at the above address and clearly titled as follows:

**EXPRESSIONS OF INTEREST  
COMMERCIALISATION OF PROPERTIES**

**GENERAL**

TTPost reserves the right to accept or reject any or all Expressions of Interest (EOI), without defraying any costs incurred by the firm submitting the EOI, including but not limited to, the preparation and submission of such EOI.

Proposals deemed unsuitable would **NOT** be considered by the corporation.

Procurement Manager  
TTPOST

**Date: 25/11/2019**