



INVITATION TO REGISTER AND PRE-QUALIFY

The National Gas Company of Trinidad and Tobago Limited (NGC) is inviting suitably qualified suppliers to submit their interest in pre-qualification for the following area:

1. General Contracting (General Installation Repairs and Maintenance)

IMPORTANT NOTE: PROCUREMENT DEPOSITORY REQUIREMENT

In accordance with Section 26 (1) of the Public Procurement and Disposal of Public Property Act 2015 (amended), all potential vendors must be registered and pre-qualified with the Procurement Depository, effective 26th April 2023, to provide goods, works and/or services to NGC.

Steps for pre-qualification

A. SCREENING – COMPLETION OF PRE-SCREENING QUESTIONNAIRE

Interested parties must first complete the Expression of Interest Pre-Screening Questionnaire on the Company's website

<https://ngc.co.tt/procurement/vendor-pre-screening-questionnaire-general-contracting/>

DEADLINE FOR SUBMISSION OF THIS QUESTIONNAIRE IS 28 JANUARY 2026.

LATE SUBMISSIONS WILL NOT BE ACCEPTED

B. REGISTRATION – VENDOR SAP ARIBA REGISTRATION

Shortlisted candidates will be issued an Invitation to Register via SAP Ariba.

Upon receipt of the SAP Ariba invitation to register, prospective vendors must submit a fully completed Registration Questionnaire, together with all required supporting documents, within fourteen (14) calendar days.

C. PRE-QUALIFICATION – SUBMISSION OF PRE-QUALIFICATION DOCUMENTS

Following successful registration, shortlisted vendors will be invited to submit a Pre-Qualification Questionnaire via the SAP Ariba system, including all supporting documentation, within fourteen (14) calendar days of receiving the pre-qualification invitation.

REGISTRATION REQUIREMENTS	PRE-QUALIFICATION REQUIREMENTS
<ul style="list-style-type: none">• Certificate of Incorporation• BIR, VAT and NIS compliance Certificates• Notice of Directors• Bank Letter (Confirmation of Banking Details in the Vendor's Name)• Organisational Structure• Insurance (Workmen's Compensation, Public Liability or Professional Indemnity)	<ul style="list-style-type: none">• Relevant Experience• Personnel Resources• Financial Capacity• Equipment Resources (where applicable)• Health, Safety, Environment and Security Management System (where applicable)• Any other documentation specified in the application

Note: Vendors who have previously expressed interest in this category are invited to reapply.

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