

ARE YOU A SUPPLIER OF GOODS, WORKS AND/OR SERVICES WHO IS DOING OR INTENDS TO DO BUSINESS WITH PUBLIC BODIES?

In preparation for full proclamation of the Public Procurement and Disposal of Public Property Act, 2015 (as amended) by March 31st 2020, the Office of Procurement Regulation (OPR) will be conducting **Supplier Pre-qualification Workshops**. This will be done by Regional Corporation in Trinidad and the Tobago House of Assembly (THA), during the months of May and June, 2020.

These workshops are geared towards sensitising suppliers on the proper use of our Procurement Depository, including initial registration on the database. So, if you are a supplier and wish to be pre-qualified to do business with Public Bodies, this is your opportunity!

To attend these workshops, please visit the **Supplier Pre-qualification Workshop** portal on our website www.oprtt.org to register. You are required to register either for the morning or afternoon session being held in the Regional Corporation or THA, according to your primary business's legally registered address. The exact location of each session will be communicated to successfully registered persons only.

Additionally, upon completion of registration, you will receive a ticket which will remind you to produce the following documents to begin the pre-qualification process at the Workshop:

- a. Registrant's name;
- b. Legal name, address and telephone number of business;
- c. Name of the delegated representative who will be inputting information into the Depository;
- d. Your email address which will be used as your unique user ID; and
- e. Supplier type, etc.

At the workshop, you will be advised further on requirements to complete the pre-qualification process.

There are limited spaces available per session, so registrants will be accommodated on a first come, first served basis. **Deadline for registration is Monday 16th March, 2020 at 4:30pm.**

Please submit any queries or requests for further information via our website at www.oprtt.org/feedback.