



**THE GOVERNMENT OF THE REPUBLIC OF TRINIDAD AND TOBAGO  
MINISTRY OF ENERGY AND ENERGY INDUSTRIES**

International Waterfront Centre, Tower C, #1 Wrightson Road, Port of Spain, Trinidad and  
Tobago Telephone (868) 225 - 4334 Facsimile (868) 225- 5764

**Request for Proposals (RFPs)**

**For the Supply of an Unmanned Aerial System  
for the Minerals Sector**

**July 2, 2020**

## 1. Introduction

The Minerals Act Chapter 61:03 governs the regulation of the Minerals Sector in Trinidad and Tobago. In accordance with this piece of legislation, the Minister of Energy and Energy Industries, under whose portfolio the mining sector falls, is responsible for the general administration of the Act, and the Director of Minerals is responsible for the implementation of the Act.

In this regard, the Ministry of Energy and Energy Industries (MEEI) calls for Request for Proposals (RFPs) from interested entities for the supply of a suitable Unmanned Aerial System (UAS). This UAS technology is aimed at assisting in carrying out the monitoring, surveillance and enforcement functions of the Minerals Division as outlined below:

- 1) To calculate volumes of minerals removed for the verification of mineral production and royalties owed by licensees.
- 2) To monitor activity of operators, such as quantification of acreage, verifying boundaries between operations and neighbouring State Lands, etc.
- 3) To conduct surveillance in areas with unregulated mining operations, where the shortage of resources, staff, vehicles and security are currently major challenges.

## 2. Submission Guidelines

Proposals should be submitted in accordance with this RFP, and submissions will be evaluated in accordance with the criteria specified herein. Submissions should address the following categories and include the following items as listed below.

Category	Details Required
Technical specifications of UAS	<ul style="list-style-type: none"><li>• Unmanned aerial vehicle type i.e. whether fixed wing, multi-rotor, vertical take-off and landing (VTOL), etc.</li><li>• Source of power</li><li>• Positioning system, type, accuracy (should have PPK)</li><li>• Sensor/Camera System type, resolution</li><li>• Safety features</li><li>• Minimum Flight time</li><li>• Processing Software: photos and GCP data</li><li>• Accessories i.e. external controllers, extra batteries, spare body kit, protective cases, etc.</li><li>• Any other details as deemed necessary</li></ul>
Quotation for the supply of UAS	<ul style="list-style-type: none"><li>• To be quoted in \$ TT</li><li>• Should specify the cost of delivery to the MEEI at Port of Spain, Trinidad and Tobago</li><li>• Cost should include all accessories</li></ul>

Availability of spare parts	<ul style="list-style-type: none"> <li>• The availability of spare parts</li> <li>• Timelines and processes involved in sourcing spare parts for the MEEI</li> <li>• Quotation in \$TT for spare parts</li> </ul>
Warranty Details	<ul style="list-style-type: none"> <li>• Terms and Conditions of Warranty</li> <li>• Warranty Period</li> <li>• Quotation in \$TT for extended warranty</li> </ul>
Corporate Documents of Company (where applicable)	<ul style="list-style-type: none"> <li>• Certificate of Incorporation/Certificate of Continuance/ Certificate of Business Registration</li> <li>• Notice of Directors</li> <li>• Notice of Secretary</li> <li>• Notice of Registered Address</li> <li>• Valid National Insurance Board (NIB) clearance certificate</li> <li>• Valid Value Added Tax (VAT) clearance certificate</li> </ul>
Details on expertise of Company	<ul style="list-style-type: none"> <li>• Expertise of Company in similar surveying applications</li> <li>• Curriculum Vitae of key personnel</li> <li>• A list of previous and present clients</li> </ul>
Training and aftersales service	Training proposal should be included for: <ul style="list-style-type: none"> <li>• Training of MEEI Staff on the use of UAS and relevant software</li> <li>• Ability to provide servicing/ maintenance of UAS</li> <li>• Ability to provide updates for relevant software</li> <li>• Quotation for training should be included in \$TT</li> <li>• Quotations for after-sales service should be included in \$TT</li> </ul>

### 3. Evaluation of RFPs

The evaluation of proposals will be conducted by an Evaluation Committee appointed by the Permanent Secretary, MEEI. The Evaluation Committee will review the proposals received, and will be done in accordance with the evaluation criteria as outlined below.

<b>Criteria</b>
Technical Specifications
Expertise of Company
Training Proposal
Warranty
After-Sales Service
Cost

#### **4. Timeline for RFP Evaluation**

- RFP advertised for period: **Thursday 2<sup>nd</sup> July, 2020 – Friday 14<sup>th</sup> August, 2020.**
- Deadline for the Submission of Proposals: **Friday 14<sup>th</sup> August, 2020 at 1:30pm.**
- Proposals would be evaluated by Evaluation Committee and the most suitable supplier selected by **Friday 25<sup>th</sup> September, 2020.**

#### **5. Submission of RFP**

Requests for Proposals (RFPs) must be submitted in a sealed envelope clearly marked “*Request for Proposal for the supply of UAS to the Ministry of Energy and Energy Industries*”. RFPs should be addressed to:

Permanent Secretary  
Ministry of Energy and Energy Industries  
Lobby, Tower C  
International Waterfront Centre  
1A Wrightson Road, Port-of-Spain,  
Trinidad

The RFP must be delivered no later than **1:30 pm on Friday 14<sup>th</sup> August, 2020** and deposited in the tender box provided at the address below:

*Unmanned Aerial System RFP*  
Ministry of Energy and Energy Industries  
Lobby, Tower C  
International Waterfront Centre  
1A Wrightson Road, Port-of-Spain,  
Trinidad

N.B.: Tender Box Slot Dimensions: 1¾” x 15” (4cm x 38cm)

#### **6. Publication and Confidentiality**

The responses to the RFP are absolutely confidential between the MEEI, members of the selected Evaluation Committee and the responders to the RFP, and shall not be disclosed to anyone else, except as may be necessary to effectuate its terms.

## **7. Request for Additional Information/Clarification**

Requests for additional information or clarification on this RFP can be made in writing via email to **both** officers within the Minerals Division as listed below:

Ms. Mary-Rose Narayane  
Senior Geologist (Ag.)  
Email: [mnarayane@energy.gov.tt](mailto:mnarayane@energy.gov.tt)  
Tel: 868-225-4334 Ext. 2276

Mr. Vedesh Beejai  
Minerals Resource Officer  
Email: [vbeejai@energy.gov.tt](mailto:vbeejai@energy.gov.tt)  
Tel: 868-225-4334 Ext. 2277

The Ministry of Energy and Energy Industries reserves the right to reject any and all submissions which do not comply with the specifications in this RFP.