

**TRINIDAD AND TOBAGO BUREAU OF STANDARDS**  
**CERTIFICATION DIVISION**

Invitation for  
**EXPRESSIONS OF INTEREST (EOI)**  
for the provision of  
**TRAINING ON CEMENT, CONCRETE AND CONCRETE BLOCKS**

The Trinidad and Tobago Bureau of Standards (TTBS) is seeking training on Cement, Concrete and Concrete Blocks and is inviting expressions of interest from suitably qualified trainers and/or training agencies.

TTBS in its role as the National Quality Certifying Body conducts conformity assessment activities (inspection, testing and certification) of Cement and Concrete Products. The proposed training is intended to strengthen the competencies of our technical staff.

The EOI will be used to shortlist suitably qualified trainers and/or training agencies and may result in a Request for Tender (RFT) or Request for Proposal (RFP).

Persons replying to this EOI, hereinafter called the *Respondent*, must demonstrate that they are suitably qualified and can meet the requirements listed below. Unsuitable responses to this EOI will not be acknowledged.

The selection of a service provider will be done in accordance with TTBS' procurement rules and the Public Procurement and Disposal of Public Property Act, 2015, of the laws of Trinidad and Tobago.

## **1. TRAINING CRITERIA**

### **1.1. Training Sessions / Lectures at TTBS' offices.**

Note 1: Virtual or online training is acceptable.

Note 2: Lab Exercises would be an asset.

## **1.2. Knowledge Recruitments**

### **1.2.1. Cement**

- 1.2.1.1. Materials used in production and their properties;
- 1.2.1.2. The manufacturing process;
- 1.2.1.3. Properties of cement, monitoring and measurement;
- 1.2.1.4. Storage conditions.

### **1.2.2. Concrete (Fresh and Hardened)**

- 1.2.2.1. Materials used for production and their properties;
- 1.2.2.2. Production practices, including the effect of the water cement ratio, additives and curing;
- 1.2.2.3. Mix design;
- 1.2.2.4. Properties of concrete and monitoring and measurement including strength development.

### **1.2.3. Concrete Masonry**

- 1.2.3.1. Materials used for production and their properties;
- 1.2.3.2. Production of Bricks and Blocks;
- 1.2.3.3. Structural behavior and durability.

### **1.2.4. Sustainability of concrete materials**

- 1.2.4.1. Environmental aspects, impacts and cost;
- 1.2.4.2. Health and Safety Risks.

## **1.3. Output Requirements**

- 1.3.1. Assessments and Certificate of Competence.

## **1.4. Facilitator competence requirements**

- 1.4.1. Experience teaching or lecturing on this subject matter at a Tertiary Education Institution;
- 1.4.2. B.Sc. Degree in Engineering, Material Science, Natural Science or equivalent field to adequately demonstrate knowledge of the subject matter;
- 1.4.3. A post graduate degree in engineering would be an asset;
- 1.4.4. Courses which are already established as part of a Tertiary Education Programme in Engineering or Natural Sciences will be an asset;
- 1.4.5. Individuals who work full time for organizations which are subject to the regulatory purview of TTBS will be disqualified in order to avoid conflicts of interest.

## **2. SUBMITTING THE EOI**

- 2.1. The EOI must be submitted via email to [certification@ttbs.org.tt](mailto:certification@ttbs.org.tt) with the subject “Expression of Interest – Training on Cement and Concrete” no later than 4pm on 16<sup>th</sup> August 2019.
- 2.2. The EOI must include a Bio which includes:
  - 2.2.1. Qualifications and experience of the trainer / facilitator;
  - 2.2.2. Qualifications and experience of the training organization;
  - 2.2.3. A draft course outline.
- 2.3. All request for information and clarification must be submitted to [certification@ttbs.org.tt](mailto:certification@ttbs.org.tt) via email to [certification@ttbs.org.tt](mailto:certification@ttbs.org.tt) and will be accepted until the close of the EOI indicated in 2.1 above.

No other means of communication, whether written or oral, except for that stated herein shall be accepted as formal communications.
- 2.4. Late Submissions will not be considered.

- 2.5. The Respondent shall bear all costs associated with the preparation and submission of the response and TTBS shall in no way be responsible or liable for the costs, regardless of the conduct or outcome of the process.
  
- 2.6. The TTBS reserves the right to cancel the process in its entirety or even partially, without defraying any cost incurred by a Respondent in submitting its response.