



REGIONAL JUDICIAL AND LEGAL SERVICES COMMISSION

TENDER NOTICE

FOR

EXTERNAL AUDIT SERVICES

RJLSC/T001/2021

The Regional Judicial and Legal Service Commission (RJLSC) wishes to obtain proposals from a reputable firm for the provision of external audit services for the Caribbean Court of Justice and Regional Judicial and Legal Services Commission.

Interested firms should submit a Proposal with supporting documentation electronically, in PDF Format or in hard copy. The proposal should include the following:

- **Technical Proposal *inclusive of* -:**
 - **Statement of relevant experience**
 - **Indication of availability to assume duty**
 - **Three Professional References**
 - **Financial Strength**
 - **Confidential Business Questionnaire Form**
- **Financial Proposal**

The Technical Proposal and Financial Proposal must be submitted by one of the following methods:

- Electronic mail in two separate emails to: secretary@rjlsc.org

OR

- In two sealed envelopes deposited in the box labelled "Tender for External Audit Services RJLSC/T001/2021" located in the main lobby on the ground floor of the Caribbean Court of Justice, 134 Henry Street, Port of Spain, Trinidad and Tobago.

Submissions must be received no later than 4:00 p.m. Atlantic Standard Time (AST) on Friday August 6, 2021. to the following:

**The Secretary
Regional Judicial and Legal Services Commission
134 Henry Street
Port of Spain
Trinidad and Tobago**

All questions and/or clarifications with regards to this tender must be submitted via email to secretary@rjlsc.org, no later than 4:00 p.m. Atlantic Standard Time (AST) Monday July 26, 2021.

The Commission reserves the right to reject any and all responses to the Invitation to Tender and discontinue the process without any obligation to any firm which has submitted a proposal.

Details of Tender can be found at the website:
<https://www.ccj.org/rjlsc-recruitment-update-2-2/>