EXPRESSION OF INTEREST

PORT OF SPAIN CITY CORPORATION

DEPARTMENT: PROCUREMENT

Address: #2-4 Knox Street, Port of Spain

Trinidad and Tobago W.I.

Telephone: +1 (868) 299-0870

EXPRESSIONS OF INTEREST (EOI) ADOPT-A-PARK PARTNERSHIP PROGRAMME
Issue Date: 20th February, 2026 Reference No.: POSC/EOI/APP/2026

1. Introduction

The Port of Spain Corporation invites Expressions of Interest (EOI) from legally incorporate and\or registered private companies, corporate entities, community-based organizations and non-governmental organizations wishing to participate in the Adopt-a-Park 2026 Partnership Program. This initiative seeks to enhance and sustain the City's public parks, squares and green spaces through collaborative public–private partnerships. Under the program, approved sponsors ("Adopters") will contribute financially to the upkeep and beautification of selected parks in exchange for formal recognition and visibility benefits, while promoting employment in the local landscaping sector.

2. Program Overview

The Adopt-a-Park 2026 Program is designed to improve the aesthetic quality and accessibility of public green spaces; support local employment through engagement of registered landscaping SMEs; and encourage civic pride and private-sector participation in environmental stewardship. Each adopter will be paired with a registered local landscaping firm approved by the Corporation. Maintenance works will be supervised by the City Engineer's Department to ensure compliance with municipal standards.

3. Scope of Partnership

Entities may express interest in adopting one or more parks from the approved list (see Appendix A). Sponsorship categories are based on park type and scale as follows:

Category	Example Parks	Proposed Annual Contribution (TT$)
Flagship Urban Parks	Woodford Square, Victoria Square, Nelson Mandela Park, Brian Lara Promenade	60,000 – 100,000

Neighborhood Squares & Playfields	Adam Smith Square, Augustus Williams Park, Jackson Square, Lord Harris Square	30,000 – 50,000
Small Open Spaces / Monuments	Gandhi Square, Columbus Square, Herbert Street Square, Siegert Square	10,000 – 25,000

4. Eligibility Criteria

Eligible applicants include private legally incorporated companies in Trinidad and Tobago; registered community-based organizations, NGOs or professional associations and entities demonstrating financial capacity and commitment to maintain the site for at up to (3) years. Joint submissions between corporate entities and community organizations are also welcomed.

5. Submission Requirements Interested parties must submit:

(1) A Letter of Expression of Interest indicating preferred park(s) and sponsorship tier
(2) Company/Organization Profile (background information on key members of the organization)
(3) Evidence of financial capability or sponsorship commitment (Banker's Reference letter)
(4) Statement of proposed contribution or support activities
(5) Optional: Preferred local landscaping partner, if any.

6.Evaluation and Selection

EOIs will be reviewed by a multidisciplinary committee of the Corporation.
Selection will prioritize alignment with program objectives, demonstrated CSR commitment, and diversity of participants. Selected applicants will be invited to enter an up to three-year renewable Memorandum of Understanding (MOU) with the Corporation.

7.Submission Details:

Expressions of Interest must be submitted in sealed envelopes clearly marked 'EOI – Adopt-a-Park 2026 Partnership Programme and addressed to The Chief Executive Officer, Port of Spain Corporation, City Hall, Knox Street, Port of Spain. Electronic submissions may be sent toPosc.procurementunit@gov.tt (Subject: EOI – Adopt-a-Park 2026).

8. Additional Information Further details, including park maps and sponsorship templates, can be obtained from the Special Programmes and Projects Unit 2nd Floor City Hall, Port of Spain.

Issued by: The Procurement Officer
Port of Spain Corporation
2-4 Knox Street,
Port of Spain
Contact: Posc.Procurementunit@gov.tt