



Public Tender No. 8 of 2015

The Government of the Virgin Islands (GOVI) acting through the Survey Department is seeking the services of a qualified and suitable professional individual or firm to provide digital photogrammetric services for the resurvey of the British Virgin Islands. Funding for these works will be through the GOVI.

SCOPE OF WORKS

This assignment, for which tenders are hereby invited, is for the acquisition of new true colour photography, for creation of digital topographic mapping, contour data, digital orthophotos digital terrain models and digital surface models of the islands and surrounding reefs in the British Virgin Islands in accordance with the aforementioned drawings and specifications of the Tender Document.

INSTRUCTIONS TO TENDERERS

Tenderers are required to furnish originals of the following:

- (a) Payroll Taxes and Social Security: Tenderers registered in the British Virgin Islands will be required to submit updated Certificates of Good Standing (sample forms included in the Tender Document) to effect that the Tenderer has complied with the provisions and have fulfilled the obligations under the Social Security Act Ordinance, CAP, 266, Payroll Taxes Act No. 18. Of 2004, and Income Tax Ordinance CAP. 206 of the Government of the Virgin Islands. These certificates can be obtained from :-
 - (i) The Director of the Social Security Board; and
 - (ii) The Commissioner of Inland Revenue
- (b) Tenderers operating in the British Virgin Islands are required to submit a Trade License (valid for 2015) (if Partnership or Sole Proprietorship)
- (c) Tenderers registered as companies (or individuals) in a jurisdiction outside the British Virgin Islands must demonstrate proof of their ability to legally operate a business; for example, Trade License and/or company registration documents; and

- (d) Tenderers registered as companies in the British Virgin Islands are required to submit a Certificate of Good Standing from the Commercial Registry (if a company) (valid for 2015)

Note: The date of issue indicated on the above-mentioned certificates should be no earlier than one month prior to the date of submission.

- (e) Tenderers must provide with their Tender Security, not less than 10% of their bid price, issued by a Bank or accredited Insurance Company.
- (f) Tenderers are to supply other documentation as listed in the Tender Document, Instruction to Tenderers, Clause 1.9—Documents Comprising the Tender.

Failure on the part of the tenderers to enclose the supporting documentations indicated above with each respective tender will render the tender non-responsive on the date of the opening of bids.

APPLICATION FOR DOCUMENTS

Tender Documents are available upon request from:

*The Chairman
Central Tenders Board
Ministry of Finance
Procurement Unit
RFG Place, Third Floor
Waterfront Drive, Tortola
British Virgin Islands*

with effect from **Monday, 9th November, 2015** between the hours of 9:00 a.m. to 4:00 p.m., Monday to Friday. The contact officer is Mrs. Ishma Hodge-Rhymer, Procurement Coordinator, (telephone number: (284) 468-3701, ext. 4243/4/5/6/7 and facsimile number (284) 468-4312.

A non-refundable fee of **\$250.00** payable by cash or a banker cashier's cheque (payable to the Accountant General) is required for the Tender Document.

SUBMISSION OF TENDERS

Interested tenderers should submit one (1) original and two (2) copies of the Tender. The original should be placed in a sealed envelope marked "**Original**" and the additional copies placed in another sealed envelope marked "**Copies**". Both envelopes should then be placed in an outer envelope marked "**BVI Digital Photogrammetric Services**" and addressed to:

*The Chairman
Central Tenders Board
Ministry of Finance
Procurement Unit
RFG Place, Third Floor
Waterfront Drive, Tortola
British Virgin Islands*

All tenders must be deposited in the "**Tender Box**" at the Ministry of Finance (**Procurement Unit**), **RFG Place**, Waterfront Drive, Tortola, British Virgin Islands by the bearer not later than 10:00 a.m. on **Tuesday, 1st December, 2015**. **Tenders will not be received after the "Tender Box" is closed.**

Tenders will be opened publicly at the Ministry of Finance (Procurement Unit) at 12:00 noon on **Tuesday, 1st December, 2015**. Tenderers are invited to attend.

The Government of the Virgin Islands (British) does not bind itself to accept the lowest or any other tender and will not defray any costs incurred by the Tenderer.

*Ministry of Finance
Procurement Unit
RFG Place, Third Floor
Waterfront Drive, Tortola
British Virgin Islands*