

## **NEWS RELEASE**

### **Public Tender Notice No. 27 of 2022**

The Government of the Virgin Islands invites tenders for the Construction of the New Social Home at East End, Jost Van Dyke, British Virgin Islands.

#### **SCOPE OF WORKS**

The proposed works comprise of: furnishing all plant, labor, equipment and materials and performing all operations in connection with the construction of the New Social Home in East End, Jost Van Dyke, British Virgin Islands in accordance with the aforementioned drawings and specifications.

#### **INSTRUCTIONS TO TENDERERS**

Tenderers are required to furnish the following:

- 1) Tenderers will be required to provide proof that the company or individual is in good standing with respect to taxes, duties, social security and national health insurance contributions, company registration, or payments due to the Government of the Virgin Islands. Certificates of Good Standing must be obtained from the Director of Social Security Board and National Health Insurance, and the Commissioner of Inland Revenue.
- 2) Tenderers registered as companies in the British Virgin Islands are required to submit a Certificate of Good Standing from the Commercial Registry.
- 3) Tenderers operating in the British Virgin Islands are required to submit a Trade License (valid for 2022) for the specific type of work detailed in the tender document.
- 4) A detailed work programme showing the order in which the various sections of works are to be executed, the rates of progress and the estimated periods of time for their execution and completion. A bar chart shall be submitted with these details
- 5) List of similar projects completed [within the last 5yrs, inclusive value, description, and owner].
- 6) A staff organizational chart listing all staff who will be associated with the Works, their appointments and previous experience that must include but not be limited to the following:
  - a) Contractor's representative [on site]
  - b) Foreman [on site].
- 7) A list of Current Contract Commitments/Work in Progress

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

### **APPLICATION FOR DOCUMENTS**

Bid documents will be available from **Monday, 29<sup>th</sup> August, 2022**, on weekdays between 9:00 am to 4:00 pm. Bidding documents will be sent to bidders electronically upon request to [procurement@gov.vg](mailto:procurement@gov.vg) with the subject title **“Construction of the New Social Home, East End, Jost Van Dyke”** Bidders are advised that the destination mailbox is NOT automated to send bidders a dated and time acknowledgement of receipt and delivery of their message. Therefore, bidders should not assume that their email has been safely received and it is the responsibility of the bidder to follow up with the Procurement Coordinator using the contract information below if an acknowledgement of receipt is not received within two (2) working days of submission of their email. Under no circumstance will GOVI or the Procurement Unit, Ministry of Finance, will be responsible for non-receipt of documents by bidder.

### **Address for Correspondence Only**

Procurement Coordinator  
Ministry of Finance  
Procurement Unit  
RFG Place, 2<sup>nd</sup> Floor  
Road Town, Tortola  
British Virgin Islands

Tel: (284) 468-4243/5921

Email: [Procurement@gov.vg](mailto:Procurement@gov.vg)

A virtual Pre-Tender meeting is scheduled for **Thursday, 15<sup>th</sup> September at 10:45 am local time, at Ione Gift Shop/Rudy’s Jost Van Dyke**. This will be followed by a site visit. All prospective tenderers are invited to attend.

### **SUBMISSION OF TENDERS**

Interested tenderers should submit **one (1) original and three (3) copies plus one (1) flash drive containing the bidder’s documents**. The original bid should be placed in a sealed envelope and marked **“ORIGINAL”** and the additional copies placed in another sealed envelope and marked **“COPIES”**. Both envelopes should then be placed in an outer envelope and marked **“Tender for the Construction of the New Social Home in East End, Jost Van Dyke”** and addressed to:

The Chairman  
Central Tenders Board  
Ministry of Finance  
Procurement Unit  
RFG Place 2<sup>nd</sup> Floor  
Road Town, Tortola

Virgin Islands, VG1110

All tenders must be deposited in the “**Tender Box**” at the Ministry of Finance (Procurement Unit), **RFG Place 2<sup>nd</sup> Floor, Road Town, Tortola, Virgin Islands**, by the bearer not later than **10:00 a.m. local time on Tuesday, 04<sup>th</sup> October, 2022**. **Tenders will not be received after the “Tender Box” is closed.**

Tenders will be opened at the Procurement Unit, Ministry of Finance, RFG Place, 2<sup>nd</sup> Floor, Road Town, Tortola at **11:00 a.m local time on Tuesday, 04<sup>th</sup> October, 2022**. Tenderers are invited to witness this process via “Webex”. Tenderers will be provided with the access code and password prior to the opening.

The Government of the Virgin Islands 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, 2<sup>nd</sup> Floor  
Road Town, Tortola  
Virgin Islands**