



NOTICE TO TENDERERS

PTN No.1 of 2024

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The Government of the Virgin Islands ("GOVI or the Government"), acting through the Ministry of Finance is inviting qualified, professional, experienced, and resourceful firms to provide consultancy services to enable the Government to make an informed decision regarding the impact of the **implementation of the two-pillar solution** agreed by the Organisation of Economic Cooperation and Development ("OECD") Inclusive Framework members.

SCOPE OF WORKS

1.1. The Scope of Services required under this assignment include working with the BVI International Tax Authority and Ministry of Finance to:

- 1.1.1. Collate and analyze current available data with a view to profiling entities into different groups to determine the relevant tax issues and compliance burden associated with operating each entity type in the BVI;
- 1.1.2. Identify, qualify, and where applicable, quantify all possible impacts to the BVI and its stakeholders, inclusive of socio-economic and financial impacts, should Government decide to implement of Pillar 2;
- 1.1.3. Develop appropriate tax and other policy responses by the Government that are required to support a decision to implement Pillar 2, and identify plausible pros and cons associated with each response;
- 1.1.4. Develop and administer a questionnaire and focused workshops on the implementation of a Pillar 2 with stakeholders across key industries in the BVI;
- 1.1.5. Develop a proposed roadmap and framework for a successful implementation of recommended Pillar 2 policy options, inclusive of key activities, timelines and milestones; and

- 1.1.6. Identify and map all other risks associated with a successful implementation of Pillar 2 in the BVI, and provide recommendations on how these risks should be managed and mitigated.

APPLICATION FOR DOCUMENTS

Tender documents will be sent to tenderers electronically upon request to **procurement@gov.vg** with the subject title **"Impact Analysis concerning the Implementation of Pillar 2 in the British Virgin Islands."** Tenderers are advised that the destination mailbox is NOT automated to send tenderers a dated and time acknowledgement of receipt and delivery of their message. Therefore, tenderers should not assume that their email has been safely received and it is the responsibility of the tenderer 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 tenderer.

A virtual Pre-Tender meeting will be held via WebEx platform on **Thursday, 1st February 2024 at 10:00 a.m.** (local time). All prospective tenderers will be notified of the access code and password prior to the meeting. The pretender meeting is not mandatory; however, it is recommended that each tenderer attend. Each tenderer must be fully informed regarding all existing and expected conditions and matters, which might affect the cost or performance of the Services. Any failure to fully assess the associated cost shall not relieve any tenderer from responsibility to properly evaluate the difficulty or cost of successfully performing the Services.

PROCUREMENT QUESTIONS – PROHIBITED CONTACTS

Any questions regarding this RFP should be submitted in writing by email only to the Procurement Coordinator at **procurement@gov.vg** on or before **Tuesday, 13th February 2024.**

Questions submitted after the designated

period will not be considered. Any response made by the Procurement Unit will be provided in writing to all tenderers via an addendum. It is the responsibility of each tenderer to obtain a copy of any addendum issued for this procurement. No tenderer may rely on any verbal response to any question submitted concerning this RFP. All communications by any tenderer concerning this RFP must be made to the Procurement Coordinator via **procurement@gov.vg.**

SUBMISSION OF TENDERS

Electronic submissions of proposals in a non-editable format and not exceeding 10 MB should be sent to the Acting Procurement Coordinator (Mrs. Diana Purcell-Gumbs) at email address **procurement@gov.vg.** The filename and the email subject must bear the Applicant's name and **"RFP" for "Impact Analysis concerning the Implementation of Pillar 2 in the British Virgin Islands."**

Proposals must be submitted to the Procurement Coordinator no later than **Monday, 26th February 2024 at 2:00 p.m.** (local time). It is the responsibility of the tenderer to ensure that the proposal is received by the Procurement Coordinator before the aforementioned submission deadline. Late submissions will not be accepted for evaluation. Proposals will be opened on **Tuesday, 27th February, 2024 at 11:00 a.m.** (local time).

Tenderers who wish to witness the opening process via WebEx will be provided with the access code and password by **Monday, 26th February 2024.**

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

**Ministry of Finance
Procurement Unit
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Tortola, British Virgin Islands**