



# NOTICE TO TENDERERS

PTN No. 23 of 2023

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The Government of the Virgin Islands through the Ministry of Environment, Natural Resources and Climate Change now invites tenders for the Supply and Delivery of Ready-made Vessel to allow the Ministry of Environment, Natural Resources and Climate Change to enhance the territory's capacity to effectively monitor its marine resources.

## SCOPE OF WORKS

The overall objective of this tender is to strengthen the Ministry of Environment, Natural Resources and Climate Change Coastal Water Quality Monitoring Programme through the provision of a research vessel that will be utilized to improve marine monitoring practices and geographic locations. The vessel will support the implementation of the project "Strengthening The Virgin Islands' Water Quality Monitoring Programme to Inform Effective Environmental Management and Spatial Planning." Following project completion, vessel will continue to support the Ministry's monitoring efforts.

## INSTRUCTIONS TO TENDERERS

Tenderers are required to furnish the following:

- 1) 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 2023) related to the provision of the required goods.

- 4) Foreign companies must submit a valid business license and other statutory and regulatory documents of the company in its country of origin.

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

Tender documents will be available from **Monday, 18th September, 2023**, on weekdays between 9:00 am to 4:00 pm. Tender documents will be sent to tenderers electronically upon request to [procurement@gov.vg](mailto:procurement@gov.vg) with the subject title "**Supply & Delivery of a Ready Made Vessel for the Ministry of Environment, Natural Resources and Climate Change**" 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 bidder.

## APPLICATION FOR DOCUMENTS

**Procurement Coordinator**  
**Ministry of Finance**  
**Procurement Unit**  
**RFG Building 2nd 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 via WebEx is scheduled for **Friday, 29th September, 2023 at 10:00 am**. The access code and password will be provided prior to the meeting. 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 tenderer's documents. The original tender 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 "**Supply & Delivery of a Ready-made Vessel for the Ministry of Environment, Natural Resources and Climate Change**" and addressed to:

**The Chairman**  
**Central Tenders Board**  
**Ministry of Finance**  
**Procurement Unit**  
**Rita Frett Georges Bldg., 2nd Floor**  
**Waterfront Drive, Road Town, Tortola**  
**British Virgin Islands**

All tenders must be deposited in the tender box at the Ministry of Finance (Procurement Unit), Rita Frett George Building 2nd Floor, Road Town, Tortola, Virgin Islands, by the bearer not later than **10:00 a.m. on Tuesday, 17th October 2023**. Tenders will not be received after the tender box is closed.

Tenders will be opened at the Procurement Unit, Ministry of Finance, Rita Frett George Building, 2nd Floor, Waterfront Drive, Road Town, Tortola, Virgin Island at 12:00 noon local time on **Tuesday, 17th October 2023**. Tenderers are invited to witness this process via WebEx. Tenderers will be provided with the access code and password prior to the opening of tenders.

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**  
**Rita Frett Georges Bldg., 2nd Floor**  
**Waterfront Drive, Road Town**  
**Tortola, British Virgin Islands**