



NOTICE TO TENDERERS

PTN No. 5 of 2023

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The Government of the Virgin Islands (GOVI or the "Purchaser") invites tenders for the construction of 3813 linear feet of concrete road way including the construction of sidewalks, drainage systems and retaining wall structures commencing at Hodge's Creek to Paraquita Bay, Tortola, British Virgin Islands.

SCOPE OF WORKS

The proposed works comprise of providing all plant, labour, equipment and materials and performing all operations in connection with the following:

1. Demolition and excavation works to remove the existing asphalt road layer
2. Construction of manholes, interceptor drains, piping and other drainage systems.
3. Construction of sidewalks and kerb walls
4. Construction of retaining wall structures
5. Earthworks, compaction and installation of road base
6. Construction of new reinforced concrete roadway and entrance pavement
7. Facilitating works for all utilities and telecommunication companies and make good to all services

For the construction of 3813 linear feet of concrete road way at Hodge's Creek to Paraquita Bay, Tortola, British Virgin Islands in accordance with the drawings and specifications.

INSTRUCTIONS TO TENDERERS

Tenderers are required to furnish the following:

- 1) Proof that the company/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. These certificates of good standing can be obtained from the Director of Social Security Board and National Health Insurance, the Commissioner of Inland Revenue.
- 2) Registered companies in the British Virgin Islands are required to submit a Certificate of Good Standing from the Commercial

Registry.

- 3) A valid Trade License for the specific type of work detailed in the tender document.
- 4) A detailed Work Programme and Method Statement showing the order in which the various sections of works are to be executed, the rates of progress.
- 5) A list of projects undertaken by the tenderer within the past ten (10) years that demonstrate the tenderer's experience in delivering similar projects.
- 6) A list of Current Contract Commitments/Work in Progress.
- 7) An Organizational Chart showing management structure including contact details of the key members of the organization that are to be involved with this tender, including the proposed project manager and contractor's representative (on site).

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 **Tuesday, 28th February, 2023**, on weekdays between 9:00 am to 4:00 pm. Documents will be sent to tenderers electronically upon request to procurement@gov.vg with the subject title **"Road Rehabilitation – Hodge's Creek to Paraquita Bay."**

Tenderers are advised that the destination mailbox is NOT automated to send tenderers an acknowledgment of receipt and delivery of their request by email. 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 contact information below if an acknowledgment of receipt is not received within one (1) day of submission of the e-mail. Under no circumstance will GOVI or the Procurement Unit, Ministry of Finance, be

responsible for the non-receipt of documents by the Tenderer.

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 "Road Rehabilitation – Hodge's Creek to Paraquita Bay" and addressed to:

Address for Correspondence Only:

Procurement Coordinator
Ministry of Finance
Procurement Unit
Rita Frett Georges Bldg, 2nd Floor
Waterfront Drive, Tortola
British Virgin Islands
Tel: (284) 468-4243/5921
Email: Procurement@gov.vg

All tenders must be deposited in the Tender Box at the Ministry of Finance (Procurement Unit), RFG Place 2nd Floor, Road Town, Tortola, British Virgin Islands, by the bearer not later than **10:00 a.m. local time on Tuesday, 18th April, 2023. Tenders will not be received after the Tender Box is closed.**

Tenders will be opened on **Tuesday, 18th April, 2023 at 11:00 a.m. local time** at the Ministry of Finance Conference Room, RFG Building, 3rd Floor, Waterfront Drive, Road Town, Tortola, British Virgin Islands. Tenderers are invited to witness the opening 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