

## TENDER NOTICE

**Tel:** (284)468-2730

**Official Government Website:** 

https://gov.vg

# VI Government Seeks Proposals for Digital Parliamentary Platform

Release Date: 10 October, 2025



Tender Designation:

Tender Notice No. 29 of 2025

**Tender Category:** 

Service

#### Title:

The Government of the Virgin Islands seeks proposals from qualified vendors for the development, implementation, and management of a user-friendly digital web-based parliamentary platform.

### **Description:**

Platform will enhance the operational efficiency of the House of Assembly, enabling efficient communication, transparency, and accessibility for all stakeholders, including members of the House of Assembly, staff and government entities.

**Action Deadline:** 

Friday, 21st November, 2025 | 12:00 noon

**To View Tender Details:** 

Tel: (284) 468-4245

Email: Procurement@gov.vg

The Government of the Virgin Islands is inviting qualified vendors to submit proposals for the **development**, **implementation**, **and management of a secure**, **user-friendly web-based parliamentary platform** for the House of Assembly.

The platform is intended to **digitise and enhance the operational efficiency** of House of Assembly and committee meetings, **improve communication**, **increase transparency**, and **expand accessibility** for Members, staff, and government stakeholders.

The required system must support a comprehensive set of parliamentary functions, including modules for Members, Order Papers, Statements, Minutes, Bills and Amendments, Tabled Documents, Resolutions, Questions and Answers, Committees, Transcription/Hansard, and Cross-Agency Consultation Deliverables include a fully functional, secure, and user-friendly web platform tailored to parliamentary use, robust digital document management, and a transition toward a paperless House of Assembly.

A virtual pre-tender meeting will be held via WebEx on Wednesday, 5 November 2025 at 10:00 AM. Prospective tenderers will be provided access details in advance; attendance is recommended but not mandatory. Questions regarding the RFP must be submitted in writing by email only to procurement@gov.vg no later than Monday, 10 November 2025. Responses to questions will be issued by addendum to all tenderers. Tender documents will be emailed to interested bidders on request; requests should be sent to procurement@gov.vg with the subject line "RFP for Parliamentary Platform for House of Assembly in the British Virgin Islands." Tenderers should follow up with the Procurement Coordinator if an acknowledgement is not received within two working days, as the destination mailbox does not automatically issue dated receipt confirmations.

Electronic proposals must be submitted in a **non-editable format**, not exceed **10 MB**, and be emailed to the Procurement Coordinator, **Mrs. Diana Percell-Gumbs**, at **procurement@gov.vg**. The filename and email subject must include the applicant's name and **"Request for Proposal for Parliamentary Platform for** 

the House of Assembly in BVI." Proposals must be received no later than Friday, 21 November 2025 at 12:00 noon; late submissions will not be accepted. Proposal opening is scheduled for Tuesday, 25 November 2025, and tenderers wishing to observe the opening via WebEx will be provided access details.

Submissions must include completed Forms I-IV (without alterations), an individual or company profile and statement of capability, a list and brief descriptions of recent similar assignments (Form III), a proposed methodology and schedule, and a financial proposal (Form IV). Tenderers must also provide proof of business authorization (valid business licence or equivalent), and BVI-registered tenderers must submit an updated Certificate of Good Standing confirming compliance with Social Security, Payroll Taxes, Income Tax, and National Health Insurance obligations. Any proposal missing required supporting documentation will be deemed non-responsive.

For procurement enquiries and submissions, contact Mrs. Diana Percell-Gumbs, Procurement Coordinator, Ministry of Finance Procurement Unit, via email at procurement@gov.vg. The Ministry of Finance Procurement Unit is located on the 2nd Floor, RFG Place, Waterfront Drive, Road Town, Tortola, British Virgin Islands VG1110

#### For Additional Information Contact:

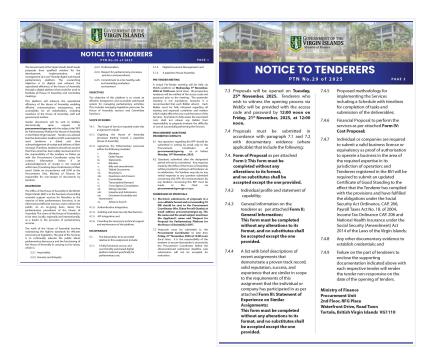
Nikiesha Richards

**Assistant Information Officer** 

**Department of Information and Public Relations** 

Phone: 468-2742

## Gallery



## **Additional Documents or Media**

• press\_release\_for\_tender\_notice\_#29.pdf

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