GOVERNMENT OF THE VIRGIN ISLANDS

TENDER NOTICE

Tel: (284)468-2730
Official Government Website:
https://gov.vg

Tender opportunity announced for Prospect Reef infrastructure works

Release Date: 17 November, 2025

referred to as the "Employer") invites tenders for the demolition, excavation and site clearance, construction of culverts, drainage and pavement at Prospect Reef, Tortola, British Virgin Islands (hereinafter referred to the "Works").

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 of existing area to facilitate new construction
2. Construction of 2'6' wide concrete culvert with cover slabs of 1382 linear feet
3. Construction of 4' wide concrete culvert of 503 linear feet
4. Traffic management and control
5. Facilitating works for all utilities as necessary

INSTRUCTIONS TO TENDERERS

Tenderers are required to furnish the following:

1. A completed Form of Tender in accordance with **Section 7.** This form must be completed without alteration to its wording or format, and no substitutes shall be accepted except for the one provided;
2. Priced Bill of Quantities in accordance with **Section 9;**
3. A list of projects undertaken by the Tenderer within the past ten (10) years that demonstrate the Tenderer's experience in delivering similar projects in the form included in **Section10;**
4. A list of Current Contract Commitments/Work in Progress form included in **Section 11;**
5. 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).

Virgin Islands are required to submit a Certificate of Good Standing from the Commercial Registry;

9. Tenderers operating in the British Virgin Islands are required to submit a Trade License (valid for 2026) specific for the type of work detailed in the tender document (If Partnership of Sole Proprietorship).
10. Companies not registered or operating in the British Virgin Islands are required to provide a valid business license or equivalency as proof of authorization to operate a business in the area of the required expertise in its jurisdiction of operation.
11. Any other materials required to be completed and submitted in accordance with the Instructions to Tenderers embodied in these Tender Documents. The Forms, and Bill of Quantities provided in these Tender Document shall be used without exception.

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 upon request to **procurement@gov.vg** with the subject title **"Prospect Reef Road Rehabilitation"** 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.

Thursday, 4th December, 2025 at 10:00 a.m. local time. All prospective tenderers will be notified of the access code and password prior to the meeting.

The pre-tender 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 relating, which might affect the cost of performance of the Contract. Failure to fully assess all associated costs, shall not relieve the Tenderer of the responsibility to properly evaluate the difficulty or cost of successfully performing the Contract.

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 "Prospect Reef Road Rehabilitation" and addressed to:

The Chairman
Central Tenders Board
Ministry of Finance
Procurement Unit
RFG Place 2nd Floor
Waterfront Drive
Road Town, Tortola
Virgin Islands, VG1110

All tenders must be deposited in the **"Tender Box"** at the Ministry of Finance (Procurement Unit), RFG Place, 2nd Floor, Road Town, Tortola, Virgin Islands by the bearer not later than 10:00 a.m. on **Tuesday, 20th January, 2026.** Tenders will not be received after the tender box is closed.

Tenders will be opened at the Procurement Unit, Ministry of Finance, RFG Place at 11:00 a.m. on **Tuesday, 20th January, 2026.** Tenderers are invited to witness this process via WebEx. Tenderers will be

The Government of the Virgin Islands is inviting tenders under Public Tender Notice No. 26 of 2025 for the execution of infrastructure works at Prospect Reef, Tortola. The project includes demolition, excavation, site clearance, construction of culverts, drainage, and pavement improvements. These works are part of the Government’s commitment to enhancing public infrastructure and improving road safety across the Territory.

The scope of works involves the demolition of existing structures to facilitate new construction; the construction of a 2’6” wide concrete culvert with cover slabs totaling 1,382 linear feet; a 4’ wide concrete culvert of 503 linear feet; traffic management and control; and the facilitation of utility works as necessary. Tenderers are required to provide all plant, labour, equipment, and materials necessary to complete the works.

Interested tenderers must submit a completed Form of Tender (Section 7), a priced Bill of Quantities (Section 9), and documentation of relevant project experience over the past ten years. Additional requirements include a list of current contract commitments, an organizational chart with contact details of key personnel, a detailed work programme and method statement, and certificates of good standing from relevant authorities. Tenderers operating in the Virgin Islands must also submit a valid Trade License for 2026, while companies outside the Territory must provide equivalent business authorization documents.

Tender documents are available upon request via email to procurement@gov.vg with the subject line “Prospect Reef Road Rehabilitation.” Tenderers are responsible for confirming receipt of their request, as the mailbox does not issue automated acknowledgements. A virtual pre-tender meeting will be held on Thursday, 4th December 2025 at 10:00 a.m. local time. While attendance is not mandatory, it is strongly recommended to ensure full understanding of the project scope and associated costs.

Tenders must be submitted in sealed envelopes—one original, three copies, and one flash drive—and deposited in the Tender Box at the Ministry of Finance (Procurement Unit), RFG Place, 2nd Floor, Road Town, Tortola, no later than 10:00 a.m. on Tuesday, 20th January 2026. Late submissions will not be accepted.

Tenders will be publicly opened at 11:00 a.m. on the same day via WebEx, with access details provided in advance.

The Government of the Virgin Islands does not bind itself to accept the lowest or any tender and shall not be responsible for any costs incurred by tenderers in the preparation and submission of documents.

For Additional Information Contact:

Procurement Coordinator

Procurement Unit

Ministry of Finance

RFG Place

Road Town

Phone: 468-4245

Email: procurement@gov.vg

Additional Documents or Media

- press_release_prospect_reef_road_work.pdf
- Prospect Reef Development Project