



10th October 2025

GoVI Seeks Proposals for Digital Parliamentary Platform — Public Tender Notice No. 29 of 2025

The Government of the Virgin Islands (oVI) invites qualified vendors to submit proposals under **Public Tender Notice No. 29 of 2025** 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, Cross-Agency Consultation, Sitting Calendar, Inquiries and Submissions, Document Assembly and Automation, and Advance Search**. The solution must also integrate **secure authentication, auditing and data security mechanisms, API connectivity**, and include provision for **ongoing technical support and maintenance**. 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 (local time)**. 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 (local time)**; **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**.

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For Additional Information Contact:

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