



PUBLIC TENDER NOTICE

PTN No.17 of 2026

The Government of the Virgin Islands (British) invites tenders for the collection of solid waste demarcated by the following boundaries in Tortola: Zone 1 to 6.

SCOPE OF WORKS

1. **Zone 1** areas include Prospect Reef, Slaney, Duff's Bottom, Sea Cow's Bay, Palestina, Hannah's Estate, Pockwood Pond, Towers, Frenchman's Cay, West End, Zion Hill, Capoon's Bay, Little Apple Bay and Carrot Bay.
2. **Zone 2** areas include Water Front Drive, Long Bush, Lower Estate, Main Street, Wickham's Cay, Road Reef, Sugar Mall Road, MacNamara, Scatliffe Alley, Botanic Station and Joe's Hill (bottom).
3. **Zone 3** areas include Huntum's Ghut, Purcell Estate, Free Bottom, Fort Hill, Johnson's Ghut, Horse Path, Pasa Estate, Tobacco Wharf, and John's Hole.
4. **Zone 4** areas include Baugher's Bay, Sophie Bay, Kingston, Brandy Wine Bay, Paraquite Bay, Hodges Creek and Fat Hog's Bay.
5. **Zone 5** areas include Long Look, Greenland, Little Dix Hill, Josiah's Bay, Parham Town, East End, Beef Island (Long Bay), Trellis Bay (Ferry Dock), Vanterpool Estate, Nottingham Estate, and Major Bay.
6. **Zone 6** areas include Hope Hill, Belle Vue, Manchester, Long Trench, Fahie Hill, Harrigan Estate, Meyer's Estate, Chalwell, Cane Garden Bay, Ridge Road, Mount Healthy, Great Mountain, Doty, Ballast Bay and Brewers Bay.

INSTRUCTIONS TO TENDERERS

Tenderers are required to furnish the following:

- i. Proof that 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 and Company Registry (Valid for 2026);
- ii. A completed Form of Tender. This form must be completed without alternation to its wording or format, and no substitutes shall be accepted except for the one provided.
- iii. Tenderers operating in the British Virgin Islands must submit a Trade License (Valid for 2026) (If Partnership or Sole Proprietorship) in the type of service required.
- iv. Tenderers registered as companies in the British Virgin Islands will be required to submit a Certificate of Good Standing from Commercial

Registry (if company is a registered company).

- v. Tenderers are to supply other documentation as listed in the Request for Proposal.

The date of issue on the above-mentioned certificates should be no later than six (6) months prior to date of submission.

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, on weekdays between 9:00 am to 4:00 pm. Tender documents will be sent to tenderers electronically upon request to procurement@gov.vg with the subject title **"Collection of Solid Waste specific Zone"** 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.**

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Address for Correspondence Only

Procurement Coordinator
Ministry of Finance
Procurement Unit
RFG Place, 2nd Floor
Waterfront Drive
Road Town, Tortola
British Virgin Islands

Tel: (284) 468-4245

Email: Procurement@gov.vg

A virtual pre-tender meeting is scheduled for Wednesday, 30th September, 2026 at 10:00 am 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 **"Collection of Solid waste in the specific Zone"**, 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. local time on Tuesday, 20th October, 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. local time on **Tuesday, 20th October, 2026**. Tenderers are invited to witness this process via WebEx. Tenderers will be provided with the access code and password prior to the opening of the tender

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
RFG Place
Road Town, Tortola
Virgin Islands