



STATISTICS DEPARTMENT

MINISTRY OF FINANCE & ECONOMIC MANAGEMENT

P O BOX 292

GOVERNMENT HEADQUARTERS

BRADES

MONTSERRAT, WEST INDIES

MSR 1110

Date: 11th December 2018

Ref: 9/6

Dear Sir/Madam

TENDER FOR THE SUPPLY OF 4 CONFERENCE TABLES AND 30 CHAIRS TO THE STATISTICS DEPARTMENT OF MONTSERRAT (SDM)

You are invited to submit a Tender for the above named project. Tender documents can be accessed by visiting the website below;

Hard copies can be downloaded from the Government of Montserrat website at
<http://www.gov.ms/tenders/>

The tender dossier consists of the following documents:

- Background
- Instructions to Tenderers
- Invitation to Tender
- Evaluation Criteria
- Form of Tender
- Cost Proposal
- General Conditions of Contract
- Anti-Collusion Statement
- Document Checklist

Any queries clarifications relating to the tender should be made to: Sylvan Roberts via email at robertss@gov.ms no later than 12:00pm on 19th December 2018.

Tenders are to be received no later than 12:00 p.m. on Friday 4th January 2019.

Yours Sincerely


Sylvan Roberts, Head of Statistics

TENDER FOR THE SUPPLY OF 4 CONFERENCE TABLES AND 30 CHAIRS TO THE STATISTICS DEPARTMENT OF MONTSERRAT

BACKGROUND

The SDM now occupies their new premises in Saint Johns with a sizeable conference room that is essential for training of its field staff in order to meet the growing demands for the department to conduct surveys in order to produce the essential data for its users. These comprise

The desks and chairs requested will serve to accommodate trainees attending training workshops in preparation for the various surveys that are planned to be undertaken by the SDM. A full Population and Housing Census will also be undertaken in 2021 and these furniture will be extremely useful for the preparatory and post census activities.

Objective

To provide the basic furniture necessary to outfit the SDM's Conference room that is designated for use by the various survey personnel. The procurement of these furniture is indispensable to the production of a reasonable quantum and quality of data that are essential to support evidence based planning and decisions. Evidence based planning and decision making together comprise a key goal of the Sustainable Development plan.

INSTRUCTIONS TO TENDERER

TENDER FOR THE SUPPLY OF CONFERENCE TABLES AND CHAIRS TO THE SDM OF MONTSERRAT

