



## STATISTICS DEPARTMENT

MINISTRY OF FINANCE & ECONOMIC MANAGEMENT  
P O BOX 292  
GOVERNMENT HEADQUARTERS  
BRADES  
MONTserrat, WEST INDIES  
MSR 1110

**Date:** February 26<sup>th</sup>, 2019

**Ref:** ST9/6

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Dear Sir/Madam,

### **Tender for the Supply of a Diesel Engine driven Electric Generating Alternator for the SDM/MOFEM**

Tenders are invited from qualified businesses and individuals for the supply of a Diesel Engine driven Electric Generating Alternator for the sole use by the Statistics Department of Montserrat (SDM).

Included in this tender dossier are the following documentations:

- 1) Invitation to Tender
- 2) Instructions to Tenderers
- 3) Form of Tender
- 4) Product Specifications
- 5) General Conditions of Contract
- 6) Respondent's Identification and Details
- 7) Anti-Collusion Statement
- 8) Tender Document Checklist
- 9) Evaluation Criteria

Electronic tender packages can be accessed and submitted via the Mytender Portal at <http://www.mytenders.org/>. Hard copies can be downloaded from the Government of Montserrat website at <http://www.gov.ms/tenders/>.

In submitting a tender for this project, kindly complete, sign and return the following documents:

- 1) Form of Tender;
- 2) Tender Document Checklist;
- 3) Anti-Collusion Statement;
- 4) Respondent's Identification and Details
- 5) A copy of your tax compliance certificate (if locally based).

Completed hard copy of your tender must be placed in a sealed inner envelope and addressed to:

The Chairman,

Ministry of Finance and Economic Management,  
Brades, Montserrat.

The name of the project should also be written on the inner envelope and should read, “Tender for the Supply of a Diesel Engine driven Electric Generating Alternator for the SDM/MOFEM”. The name of the tenderer should also be written on the inner envelope.

This inner envelope should then be placed in a sealed an outer envelope and addressed to:  
The Chairman,  
Public Procurement Board,  
Ministry of Finance and Economic Management,  
Brades, Montserrat.

The name of the project should be written on this outer envelope and should read, “Tender for the Supply of a Diesel Engine driven Electric Generating Alternator for the SDM/MOFEM”. The outer envelope should bear no identification of the tenderer. **Please ensure that no additional marks are placed on the outer envelope.**

Tenders, both electronic and hard copies, are to be received no later than **12:00 mid-day** Eastern Caribbean time or 16:000 UK time on **Thursday 7<sup>th</sup> March 2019**. The opening of the tenders will be at 2:00pm Eastern Caribbean Time on **Friday 8<sup>th</sup> March 2019**.

Tenders are to be taken to the Ministry of Finance main office where the tenderer would place their tender in the Tender Box and be given a signed and dated receipt.

Electronic query relating to the tender should be submitted via the Mytender Portal <http://www.mytenders.org/>. The deadline for the submission of electronic queries is **Wednesday 6<sup>th</sup> March 2019**. Queries can also be made in writing and email to the Head of Statistics at [Robertss@gov.ms](mailto:Robertss@gov.ms). The deadline for the submission of queries is 4:00 pm on **Wednesday 6<sup>th</sup> March 2019**.

Yours sincerely



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Sylvan Roberts  
Head of Statistics  
Ministry of Finance and Economic Management

## **1.0 INVITATION TO TENDER**

### **Scope of Work**

The Statistics Department of Montserrat, Ministry of Finance and Economic Management is soliciting bids from qualified businesses and individuals to provide

