



COMMONWEALTH OF DOMINICA
MINISTRY OF PUBLIC WORKS, PUBLIC UTILITIES AND DIGITAL ECONOMY
CARIBBEAN DIGITAL TRANSFORMATION PROJECT UNIT

Tel: (767) 266 3840
E-mail: dtpu@dominica.gov.dm
Website: www.dominica.gov.dm

2nd Floor, First Domestic Building
King George V. Street
Roseau
Commonwealth of Dominica

Specific Procurement Notice

Request for Proposal Information Systems (Design, Supply and Installation)

Purchaser: *Ministry of Public Works, Public Utilities and the Digital Economy*

Project: *Caribbean Digital Transformation Project*

Contract title: *Appointment of a System Integrator for Design, Development, Deployment, Operations and Maintenance of the Bulk Disbursement Digitization System in Dominica*

Country: *Commonwealth of Dominica*

Loan No. /Credit No. / Grant No.: **IDA-66850-DM**

RFP No: **DM-MPWDE-403084-NC-RFP**

Issued on: **January 29, 2024**

1. The *Commonwealth of Dominica has received* financing from the World Bank toward the cost of the Caribbean Digital Transformation Project and intends to apply part of the proceeds toward payments under the contract for Appointment of a System Integrator for Design, Development, Deployment, Operations and Maintenance of the Bulk Disbursement Digitization System *in Dominica*.
2. The Ministry of Public Works, Public Utilities and the Digital Economy, Government of Commonwealth of Dominica now invites sealed Proposals from eligible Proposers for “*Appointment of a System Integrator for Design, Development, Deployment, Operations and Maintenance of the Bulk Disbursement Digitization System in Dominica*”.
3. The procurement process will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the World Bank’s “Procurement Regulations for IPF Borrowers” *Procurement Regulation is dated: July 2016, revised November 2017, August 2018, November 2020 and September 2023 (“Procurement Regulations”)*, and is open to all eligible Proposers as defined in the Procurement Regulations.

4. Interested eligible Bidders may obtain further information from the *Caribbean Digital Transformation Project-Project Implementation Unit, Ministry of Public Works, Public Utilities and the Digital Economy, Dr. Jermaine Jewel Jean-Pierre* on email address: jeanpierrej@dominica.gov.dm; cc: dtuprocurement@dominica.gov.dm during office hours 8:00 a.m. to 5:00 p.m. on Mondays and 8:00 a.m. to 4:00 p.m. on Tuesdays to Fridays at the address given below.
5. A complete set of bidding documents in **English** may be obtained by interested eligible Bidders upon the submission of a written application to the address below. Upon receipt of the written application, the bidding document will be sent to all Bidders via e-mail.
6. Proposals must be delivered to the address below on or before **10:00 a.m. on March 22, 2024**. Electronic procurement **will not** be permitted. Late Proposals will be rejected. The outer Proposal envelopes marked “ORIGINAL PROPOSAL”, and the inner envelopes marked “TECHNICAL PART” will be publicly opened in the presence of the Proposers’ designated representatives and anyone who chooses to attend, at the address below **on March 22, 2024, at 10:30 am**. All envelopes marked “FINANCIAL PART” shall remain unopened and will be held in safe custody of the Purchaser until the second public Proposals opening.
7. All Bids must be accompanied by a Bid Security” of USD 20,000.00 using the Bid Security Guarantee form.
8. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful Proposer’s beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the Request for Proposal Document.
9. Bids will be publicly opened in the presence of the Bidders’ designated representatives and anyone who chooses to attend at the address below or via videoconferencing platform - Zoom at **10:30 a.m. on March 22, 2024**. A Zoom Meeting link is provided in the Bidding Document.
10. The address (es) referred to above is (are):

Dr. Jermaine Jewel Jean-Pierre

Project Manager
Project Implementation Unit
Caribbean Digital Transformation Project (CARDTP)
Ministry of Public Works, Public Utilities and the Digital Economy
2nd Floor First Domestic Building,
19-21 King George V Street
Roseau, 00109-8000
Commonwealth of Dominica
Telephone: 1-767-266-3840/3841/3844
Email: jeanpierrej@dominica.gov.dm;
ccdtuprocurement@dominica.gov.dm