

TENDERS FOR SECURITY SERVICES

The B.V.I. Electricity Corporation is inviting tenders for Security Services for its premises at Long Bush and Pockwood Pond. The objective is to ensure the safety and security of the buildings, their employees, customers and property for the Long Bush and Pockwood Pond Compounds.

Scope of Works

The contractor will be responsible for providing the following services during the period of engagement:

- Provide on site 24 hour security services
- Monitor entry and exit points of the buildings and surrounding areas on the compounds.
- Monitor access of employees and visitors.
- Incident reporting and response protocols.
- Emergency response coordination.
- Assist with evacuation procedures during emergencies and safety drills.
- Ensure compliance with security policies and procedures.

Contract Duration

The contract will be for an initial period of two (2) years with the possibility of renewal upon mutual agreement, subject to satisfactory performance.

Proposal Requirements

Interested security service providers are required to submit the following:

Company Profile

- Legal name and years in business.
- Documentation of experience in providing similar services, in size and scope.
- Certification and accreditations.
- Trade License
- Certificate of Good Standing from Commercial Registry
- Certificate of Good Standings for SSB, NHI and the Inland Revenue Department (including payroll and property taxes).
- Independently audited financial statements for the last two financial years.

Personnel and Staffing

- Resumes and qualification of key personnel.
- Number of security guards available for deployment
- Training and background check of staff (inclusive of police records)

Operational Plan

- Propose staffing plan and shift schedule to cover a 24 hour shift, seven days a week for the duration of the contract.
- Plan for monitoring and patrolling the buildings and compound.
- Incident and management reporting procedures.

References

- Provide at least two (2) references from clients with similar engagements.

Cost Proposal

- Provide detailed breakdown of the costs for providing services.

Insurance and Liability

- Insurance coverage for public liability

Instruction to the Tenderers

Tenders can be submitted for both locations, and the bids for each location should be itemized separately.

Tenderers should submit the bid in original format, placed in a sealed envelope, and marked **“Tender for Security Services 2025” and the tenderers return address.**

These tenders must be addressed to:-

**The General Manager
B.V.I. Electricity Corporation
P.O. Box 268
Road Town, Tortola VG 1110
British Virgin Islands**

Closing date for submission of tenders is Wednesday, November 20, 2024 at 3:00 p.m.

The Corporation has the right to accept or reject any tender and to annul the tendering process and reject any tenders at anytime prior to the award of the contract without thereby incurring any liability to the affected tenderer or tenderers and is under no obligation to give any reason for such action.