

Procurement Notice

Request for Bids

Purchaser: **Information Technology Services Division (ITSD)**
Ministry of Education, Vocational Training and Innovation, Digital Transformation and Information

Contract title: **Supply of Software Licenses**

Country: **Saint Vincent and the Grenadines**

Issued on: **22nd May, 2026**

Reference No.: **SVGITSDSOFT-G-RFB-5**

The **Government of Saint Vincent and the Grenadines** has received approval of the estimates of revenue and expenditure for the year 2026, inclusive of funding to be used toward the cost of the **Procurement of Software Licenses** and intends to apply part of the proceeds toward payments under the contract for the Supply of Software Licenses.

The **Information Technology Services Division** in the Ministry of Education, Vocational Training and Innovation, Digital Transformation and Information, now invites bids, in sealed envelopes, from eligible suppliers for the **Supply of Software Licenses**, namely:

- LOT 1: Windows 11 Professional license; Microsoft Office 2024 perpetual license;**
- LOT 2: ISE-E-LIC subscription item under ISE-SEC-SUB subscription bundle; and**
- LOT 3: McAfee Antivirus**

Bidding will be conducted through open competitive procurement as specified in the Public Procurement Act No. 34 of 2018, and is open to all eligible suppliers as defined in the Procurement Regulations of St. Vincent and the Grenadines.

1. The bidding document in **English** may be requested by interested suppliers upon **the submission of a written application (by email or handwritten)** at the address given below. Upon written request, the bidding document, **in English**, will be shared **by email**.
2. **Bidders must confirm receipt of the bidding documents and indicate whether you intend to submit a bid in response to the bidding documents by Friday, 19th June, 2026.**
3. Bids must be delivered to the address below on or before **Friday, 26th June, 2026 at 2:00 pm (Local Time)**. Electronic Submission of bids **WILL NOT** be permitted. **Late bids will be rejected**. Bids will be publicly opened in the presence of the Bidders' designated representatives and anyone who chooses to attend at the address below on **Friday, 26th June, 2026 at 2:15 pm**.
4. All bids must be accompanied by a Bid-Securing Declaration.

The address (es) referred to above is (are):

<u>Address for further information and requesting bidding documents:</u>	<u>Address for Submission of Bids and Bid Opening</u>
<p>Attn: Mr. Carlon Browne Director Information Technology Services Division, Top floor, Former Inland Revenue Building Cnr. Halifax and Egmont Streets Kingstown cbrowne@gov.vc; jcreese@gov.vc; cduncan@gov.vc</p>	<p>Attn: The Chairman Central Procurement Board Ministry of Finance and Economic Planning 2nd Floor Administrative Centre Bay Street, Kingstown Saint Vincent and the Grenadines</p>