Clarifications and Responses

Project Title: Cleaning Services for all GoM Offices
ODG-01-090126

Date: 20th March 2026

The Bidder has the following clarification request regarding the ITT:

ITEM	Clarification	Response
1	I would like to clarify whether or not the amount per month will include the items mentioned in 5.1.6 & 5.2 in the tender document.	The monthly fee is all-inclusive and must include all labour, supervision, equipment, cleaning materials, consumables, chemicals, PPE, administration, overheads, profit, and all other costs necessary to deliver the Services in accordance with the ITT and Contract.
2	In regards to the public library, is it the old and new section to include the upstairs building?	The Public Library under Lot 1 is to be priced as one location inclusive of all areas designated for cleaning at that site. For avoidance of doubt, this includes the full library area in operational use.
Monday, 23rd March 2026		
3	I am seeking further clarity on this point mentioned in 6.5 iii of the tender document: "A Minimum of two (2) referees who may be contacted for further verification of any information submitted at any point in time."	Tenderers are required to provide the names and contact details of at least two (2) referees who can verify the bidder's experience, performance, and information submitted as part of the tender. These referees should be clients or organisations for whom similar services have been provided. The Government of Montserrat reserves the right to contact the referees at any stage of the procurement process to confirm the accuracy of the information provided, including past performance, service delivery, and contract execution.

Thursday, 26th March 2026		
4	I am seeking further clarification as to who are eligible to submit a tender for the referenced subject matter, that is, an individual who can provide the services or a company that is registered, given the following documents required in 6.1 A which is displayed below: A. Required Signed Statements: Bidders must provide the following four (4) statements. Each statement must be dated and signed by the Bidder's authorised representative: 1. Pending Litigation: Confirm whether the Bidder has any pending litigation or legal disputes with the Government of Montserrat. 2. Convictions / Prohibited Practices / Debarment (Last 3 Years): Confirm whether the Bidder, or any of its owners/beneficial owners, directors, or officers, has, within the last three (3) years been convicted of an offence relating to professional conduct or a prohibited practice; or been debarred from participating in public procurement in Montserrat. 3. Ownership and Control Information: Provide a list of a) shareholders (identifying any person/entity holding 25% or more); b) directors; and c) the Bidder's ultimate beneficial owner(s) (UBOs). 4. Solvency Status: Confirm that the Bidder is not subject to insolvency, receivership, bankruptcy, winding-up, suspension, or administration under any Act, court order, or direction of a judicial officer in Montserrat or in the Bidder's place of tax residency.	Both individuals (sole traders) and registered companies are eligible to submit a tender under this procurement process, provided that they are able to meet all requirements set out in the Invitation to Tender (ITT). In particular, all bidders whether individuals or companies must comply with the administrative requirements outlined in Section 6.1(A). For individual bidders (sole proprietors), the required information should be provided in relation to the individual and their business operations. For companies, the information should reflect the legal entity, including its directors, shareholders, and beneficial owners. All bidders must also meet the additional eligibility and compliance requirements set out in the ITT, including (but not limited to) submission of a valid Tax Compliance Certificate (where applicable), and completion of all required forms and documentation.