

IDB274-772/10

Barbados

ADMINISTRATION OF JUSTICE PROGRAMME

IT (information and technology)

LEGISLATION PRODUCTION AND MANAGEMENT SYSTEM

Loan/Credit Number: Loan No. 1332/OC-BA

Contract/Bid Number: JIPS-SM- 014

Deadline: 12 May 2010

Invitation to Bid

The government of Barbados has received a loan from the Inter-American Development Bank (IDB) towards financing the modernization and strengthening of the Administration of Justice Programme, and it intends to apply part of the proceeds of this loan towards payments under the contract for the development and implementation of the Legislation Production and Management System, for which this invitation to bid is issued.

The objective of this system is to facilitate continued drafting and publishing of legislation, and include capabilities such as version control, point-in-time access, automated consolidation, and improved content delivery and access via the worldwide-web. Practitioners, researchers and the general public will have simplified and timely access to the most complete and up-to-date legislation possible using proven, widely available technologies.

The project is expected to be implemented over twelve non-continuous months and includes:

- *Conversion of all primary and subsidiary legislation to electronic format that would facilitate the proposed Legislation Production and Management System
- *Enhancement of the local area network in the Chief Parliamentary Counsel's Office so that the legislation database can be accessed by the officers and staff members who need to use it
- *Automation of the legislation drafting process
- *Provision of the capability for an Editor to track the progress of all legislation and update the data accordingly
- *Facilitation of electronic and online in-house publishing of legislation
- *Design of a website to provide up to date information on the Laws of Barbados and the Chief Parliamentary Counsel and provide public access to local, regional and international websites
- *Preparation of annual volumes of statutes and subsidiary legislation
- *Provision within the database of a search and retrieval capability with links enabling users of the system to look at relevant texts that may be of interest to them

The Justice Improvement Programme Secretariat, Office of the Attorney General, using the procurement method International Competitive Bidding (ICB) now invites sealed bids from eligible bidders from the IDB member countries for the supply of a Legislation Production and Management System consisting of Software, Hardware and Related Services.

Interested eligible bidders may obtain a set of bidding documents upon payment of a non-refundable fee of Bds\$50.00 or USD\$25.00. The method of payment must be in the form of a Certified Cheque, Bank draft or International Money Order, made payable to the Accountant General. Bidders who wish to receive the bid documents by courier should provide an account number for their chosen courier.

The documents may be obtained from the address (1) below in the following office hours: between 8:30 and 16:30 hours (Barbados time), Monday to Friday, except on Public Holidays.

Bidders must be registered/incorporated/constituted in an IDB member country and will be selected in accordance with the procedures set out in GN-2349-7 <I>Policies for the Procurement of Goods and Works Financed by the Inter-American Development Bank</I> (GN-2349-7) which may be obtained at the IDB's website: www.iadb.org. Bidding will be conducted through the International Competitive Bidding (ICB) procedures specified in the said policies for the procurement of goods and works.

The Justice Improvement Programme Secretariat is not responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of bids.

Bidders interested in any tenders by the government of Barbados should be aware that the labour clauses (Public Contracts) ACT CAP 349 will have to, in so far as is applicable to the tender, apply to any contract made in respect of the tender. Full details of the conditions of the ACT CAP 349 may be obtained from the Chief Labour Officer, Warrens Office Complex, Warrens, St. Michael.

Electronic copies may be obtained from the following website: [www.caricomlaw.org-doc-Labour Clauses \(Public Contracts\) Act Cap 349](http://www.caricomlaw.org-doc-Labour%20Clauses%20(Public%20Contracts)%20Act%20Cap%20349).

All corporate bidders must include with their bid a copy of the Certificate of Incorporation as evidence of the fact that the company is an existing registered company as at the date of bidding. The certificate must be in the name of the bidder.

Where the Certificate of Incorporation has not been submitted at the date of opening, the bidder will be given a maximum of two weeks to meet this obligation. Failure to submit the Certificate of Incorporation within the extended period would render the bid void.

Local bidders are advised that the Certificate of Incorporation referred to in paragraph above means a Certificate of Incorporation issued under the 1985 Companies Act of Barbados or where applicable a Certificate of Amendment. Certificates must be dated after 31 December 1984.

The successful Bidder will be required to enter into a Contract approved by the Solicitor General (SG) or another Legal Officer in the Public Service approved by the SG. A surety for the due performance of the contract will be required by way of one of the following methods listed below:

*By way of a deposit with the Treasury of a sum of money or approved securities to the value of not less than ten percent of the contract price

*By way of a Bank or an accredited Insurance Company whose liability shall not be less than ten percent of the contract price. The cost of obtaining such a surety shall be the responsibility of the contractor, who need not specifically make arrangements for sureties unless and until his/her tender has been accepted.

*By way of satisfactory personal sureties

Two copies of Standard Bidding Document one original and one copy must be prepared in English and submitted in sealed envelopes clearly marked "Legislation Production and Management System – Barbados Administration of Justice Programme - JIPS-SM- 014" to the address (2) below.

Bids should be placed in the Tenders Box located at the address (2), no later than 16:30 hours, Barbados time on 12 May 2010. Late bids will not be accepted and will be returned unopened to the bidders. Bids will be opened in the presence of the bidder's representatives who choose to attend, at the address, date and time indicated in the bid documents.

The government of Barbados reserves the right to accept or reject any bid received.

(1) Justice Improvement Programme Secretariat
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(2) The Chairman
Special Tenders Committee
c/o Central Purchasing Department
Holborn Circle
Fontabelle
St. Michael, Barbados