

**GOVERNMENT OF ST. VINCENT AND THE GRENADINES**  
**ANNUAL REPORT OF THE**  
**CENTRAL SUPPLIES TENDERS BOARD – 2019**

In St. Vincent and the Grenadines, the Central Government procurement authority which provides oversight and performs regulatory functions over public procurement is the Central Supplies Tenders Board (CSTB). All contracts for supplies, services and works in excess of \$20,000 must be approved by the CSTB. In addition, the CSTB issues guidelines to govern the general conduct of procurement activities undertaken by all ministries and departments of the Central Government. The work of the CSTB is guided by the Purchases and Tenders Procedures, which came into effect in 1967.<sup>1</sup>

The Cabinet appoints the members of the CSTB annually. The current composition of the Board is as follows:

|                            |   |
|----------------------------|---|
| Mr. Edmond Jackson         | - Director General/Finance and Economic Planning (Chairman) |
| Ms. Debbie Antoine         | - Accountant General  |
| Mr. Hudson Nedd            | - Permanent Secretary/Ministry of Transport, Works, etc.    |
| Mrs. Sandy Peters-Phillips | - Permanent Secretary/Ministry of Foreign Trade, etc.       |
| Mr. Leroy Rose (Jr.)       | - Member  |
| Mr. Joel Woodley           | - Member  |
| Ms. Ashelle Morgan         | - Member  |

The Board is supported by a Secretary who carries out administrative and other duties. The CSTB meets monthly to:

1. Award contracts for procurements;
2. Approve bid/tender documents;
3. Approve lists for selective tendering;
4. Approve contract variations;
5. Approve procurement methods;

---

<sup>1</sup> The Public Procurement Act 34/2018 was passed in the House of Assembly in December 2018.

A total of ten (10) meetings were held for the year 2019.

Unless approved by the CSTB, the standard procurement method is open competitive tendering. Except with the specific or general approval of the Tenders Board, the procurement of all supplies, works or services required by the Government shall be governed by St. Vincent and the Grenadines Purchases and Tenders and Procedures.

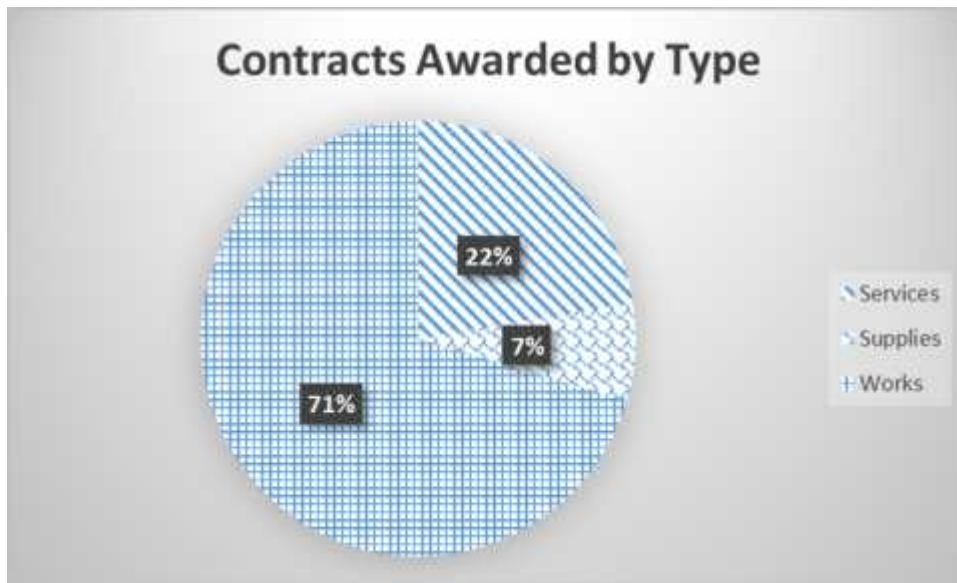
For the year ended December, 2019 the Central Supplies Tenders Board awarded contracts totaling \$127,489,173 which was 11.5% lower than the total contracts awarded in 2018. A total of 234 contracts were awarded by the CSTB in 2019 compared with 226 in the 2018 fiscal year.

Table 1 Contracts awarded 2019 by Type

| PROCUREMENT TYPE | AMOUNT EC\$ 2019   | AMOUNT EC\$ 2018   | % OF TOTAL |            |
|------------------|--------------------|--------------------|------------|------------|
|                  |                    |                    | 2019       | 2018       |
| Services         | 28,535,280         | 94,689,107         | 22         | 66         |
| Supplies         | 9,206,305          | 14,788,867         | 7          | 10         |
| Works            | 89,747,588         | 34,580,091         | 70         | 24         |
| <b>Total</b>     | <b>127,489,173</b> | <b>144,058,065</b> | <b>100</b> | <b>100</b> |

Of the contracts awarded in 2019, works accounted for the majority of procurement transactions by the Government. They accounted for around EC\$89.7 million or 70.4% of the total contracts awarded, followed by services EC\$28.5 or 22.4% and supplies EC\$9.2 million or 7.2%.

The significant increase in works was mainly due to a contract entered into between the Government of SVG and O.B. Sadoo Engineering Company Limited for Coastal Defense Works at Georgetown.



The following table shows a breakdown of the various types of contract awarding from 2015 – 2019:

Table 2

| <b>PROCUREMENT TYPE</b> | <b>AMOUNT EC\$ 2019</b> | <b>AMOUNT EC\$ 2018</b> | <b>AMOUNT EC\$ 2017</b> | <b>AMOUNT EC\$ 2016</b> | <b>AMOUNT EC\$ 2015</b> |
|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Services                | 28,535,280              | 94,689,107              | 15,703,405              | 17,348,230              | 15,910,675              |
| Supplies                | 9,206,305               | 14,788,867              | 11,470,361              | 6,614,780               | 17,417,441              |
| Works                   | 89,747,588              | 34,580,091              | 35,389,576              | 49,522,334              | 6,659,461               |
| <b>Total</b>            | <b>127,489,173</b>      | <b>144,058,065</b>      | <b>62,563,342</b>       | <b>73,485,344</b>       | <b>39,987,577</b>       |

Over the last five (5) years, the value of contracts awarded as a percentage of GDP averaged 4.1%. In 2019, this value decreased to 5.7% of GDP with works accounting for the majority at 4.0% of GDP.

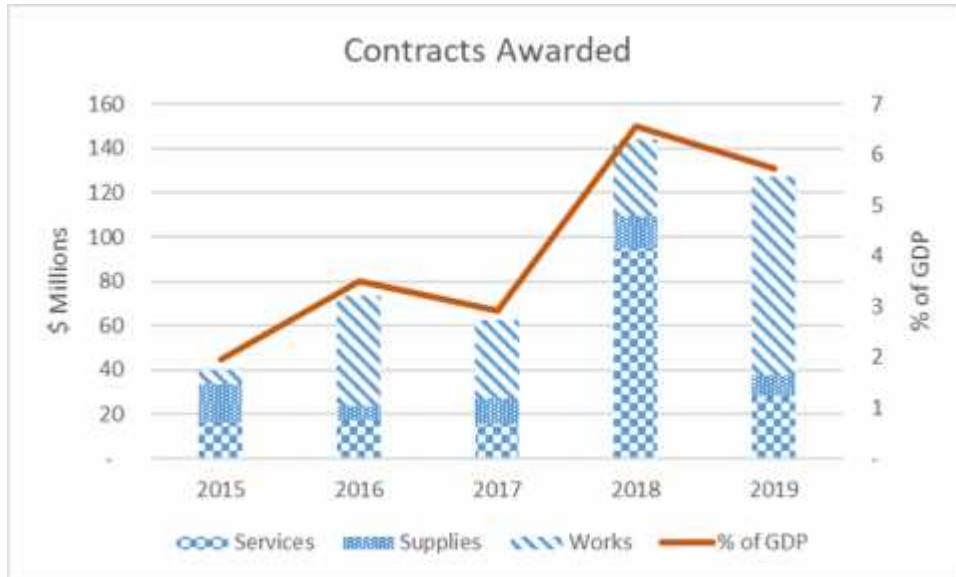


Table 3 Contracts awarded in 2019 by Origin

| ORIGIN        | NO.        | 2019<br>EC\$       | 2018<br>EC\$       |
|---------------|------------|--------------------|--------------------|
| Local         | 192        | 102,503,645        | 118,758,125        |
| International | 42         | 24,985,528         | 25,299,940         |
| <b>Total</b>  | <b>234</b> | <b>127,489,173</b> | <b>144,058,065</b> |

The following table shows the calendar distribution of approvals.

Table 4 Monthly Contracts awarded in 2019

| <b>ORIGIN</b> | <b>2019<br/>EC\$m</b> | <b>2018<br/>EC\$m</b> | <b>Change<br/>EC\$m</b> |
|---------------|-----------------------|-----------------------|-------------------------|
| January       | 0                     | 0                     | 0                       |
| February      | 6.3                   | 6.6                   | -0.3                    |
| March         | 20.6                  | 8.2                   | 12.4                    |
| April         | 2.7                   | 1.3                   | 1.4                     |
| May           | 14.9                  | 6.3                   | 8.6                     |
| June          | 3.5                   | 63.0                  | -59.5                   |
| July          | 12.0                  | 0.5                   | 11.5                    |
| August        | 14.8                  | 15.9                  | -1.1                    |
| September     | 13.3                  | 17.7                  | -4.4                    |
| October       | 7.1                   | 4.0                   | 3.1                     |
| November      | 0.4                   | 11.5                  | -11.1                   |
| December      | 31.8                  | 9.2                   | 22.6                    |
| <b>TOTAL</b>  | <b>127.4</b>          | <b>144.2</b>          | <b>-16.8</b>            |

For the year ending December 31, 2019, Competitive Tendering was the main method used. This represented 48% of the total procurement by the CSTB and tends to be the procurement standard widely adopted by the Board. Competitive Tendering is also the most transparent and effective among all methods in getting best value for money.

Table 5 Method of Contracts awarded in 2019

| <b>TENDERING<br/>METHOD</b> | <b>NO.</b> | <b>2019<br/>EC\$</b> | <b>2018<br/>EC\$</b> | <b>%</b>   |
|-----------------------------|------------|----------------------|----------------------|------------|
| Competitive                 | 113        | 114,141,786          | 124,740,690          | 48         |
| Selective                   | 48         | 2,736,214            | 5,001,789            | 21         |
| Sole                        | 73         | 10,611,173           | 1,908,671            | 31         |
| <b>Total</b>                | <b>234</b> | <b>127,489,173</b>   | <b>131,651,150</b>   | <b>100</b> |

## **Definition of Terms**

### ***Competitive Tendering***

This is a process through which contracts are awarded on the basis of competitive bidding by a number of contractors/suppliers according to a clearly specified procurement based on cost, quantity, quality and flexibility.

Competitive Tendering can be:-

- ) ***Open:*** Where an invitation to tender is publicly advertised, inviting contractors to submit bids for a particular procurement. All bids received by the specified deadline are evaluated according to pre-established criteria.
  
- ) ***Selective:*** Where an invitation is issued to a predetermined or restricted number of contractors due to the nature of the procurement. The Tenderers selected for invitation are approved by the CSTB based on the proven capability of the tenderers to satisfactorily carry out the procurement. The Tenderers chosen are invited to tender for the procurement and tender documents are issued to them.

### ***Sole Source***

When it is determined that there is only one source for the supply of goods, services or construction, the Ministry would inform the Secretary of the reasons for holding this view and seek the approval of the Board. The Board may approve/award a contract for the procurement of the goods, services or construction, as the case may be.

### ***Request for Proposals***

When the procurement cannot be specified in full detail given the nature of work to be carried out a request for proposals may be utilized. Request for Proposals may be open or selective.