

GOVERNMENT OF ST. VINCENT AND THE GRENADINES
ANNUAL PROCUREMENT REPORT OF THE
CENTRAL SUPPLIES TENDERS BOARD – 2020

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 1967.¹

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 (January to November)

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;

¹ The Public Procurement Act 34/2018 was passed in the House of Assembly in December 2018 and made effective on 24th November, 2020.

A total of ten (15) meetings were held for the year 2020.

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.

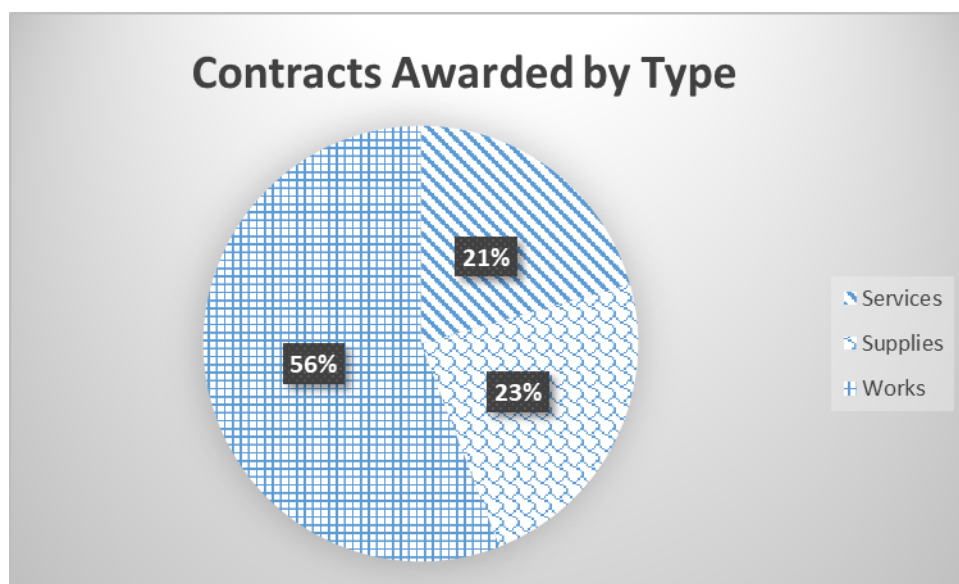
For the year ended December, 2020 the Central Supplies Tenders Board awarded contracts totaling \$98,341,026 which was 22.9% lower than the total contracts awarded in 2019. A total of 324 contracts were awarded by the CSTB in 2020 compared with 234 in the 2019 fiscal year.

Table 1 Contracts awarded 2020 by Type

PROCUREMENT TYPE	AMOUNT EC\$ 2020	AMOUNT EC\$ 2019	% OF TOTAL	
			2020	2019
Services	20,271,282	28,535,280	21	22
Supplies	23,115,154	9,206,305	24	7
Works	54,954,590	89,747,588	56	70
Total	98,341,026	127,489,173	100	100

Of the contracts awarded in 2020, works accounted for the majority of procurement transactions by the Government. They accounted for around EC\$54.9 million or 55.9% of the total contracts awarded, followed by supplies EC\$23.1 or 23.5% and services EC\$20.2 million or 20.6%.

The main contracts for works were for the upgrade and rehabilitation of roads, river defence and training works and the construction of the temporary Parliament Building.



The following table shows a breakdown of the various types of contract awarding from 2016 – 2020:

Table 2

PROCUREMENT TYPE	AMOUNT EC\$ 2020	AMOUNT EC\$ 2019	AMOUNT EC\$ 2018	AMOUNT EC\$ 2017	AMOUNT EC\$ 2016
Services	20,271,282	28,535,280	94,689,107	15,703,405	17,348,230
Supplies	23,115,154	9,206,305	14,788,867	11,470,361	6,614,780
Works	54,954,590	89,747,588	34,580,091	35,389,576	49,522,334
Total	98,341,026	127,489,173	144,058,065	62,563,342	73,485,344

Over the last five (5) years, the value of contracts awarded as a percentage of GDP averaged 4.6%. In 2020, this value decreased to 4.5% of GDP with works accounting for the majority at 2.5% of GDP.

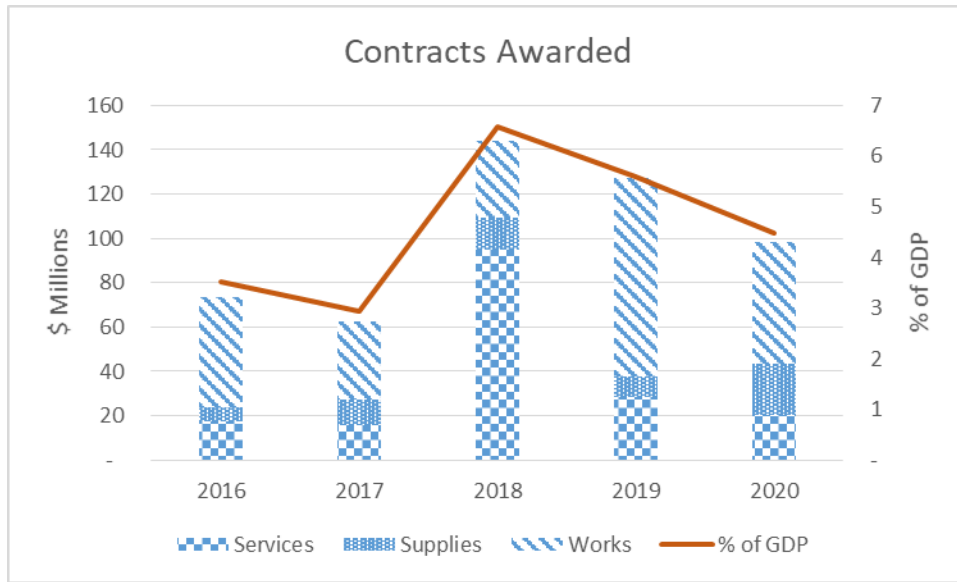


Table 3 Contracts awarded in 2020 by Origin

ORIGIN	NO.	2020 EC\$	2019 EC\$
Local	243	74,578,538	102,503,645
International	81	23,762,488	24,985,528
Total	324	98,341,026	127,489,173

The following table shows the calendar distribution of approvals.

Table 4 Monthly Contracts awarded in 2020

ORIGIN	2020 EC\$m	2019 EC\$m	Change EC\$m
January	0.08	0	0.08
February	6.9	6.3	0.6
March	6.4	20.6	-14.2
April	2.3	2.7	-0.4
May	15.9	14.9	1
June	4.0	3.5	0.5
July	19.3	12.0	7.3
August	1.1	14.8	-13.7
September	9.5	13.3	-3.8
October	5.5	7.1	-1.6
November	13.7	0.4	13.3
December	13.6	31.8	-18.2
TOTAL	98.3	127.4	-29.12

For the year ending December 31, 2020, Competitive Tendering was the main method used. This represented 63% 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 2020

TENDERING METHOD	NO.	2020 EC\$	2019 EC\$	% of TOTAL 2020
Competitive	127	62,303,088	114,141,786	63
Selective	133	26,417,393	2,736,214	27
Sole	64	9,620,545	10,611,173	10
Total	324	98,341,026	127,489,173	100

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:*** The list of pre-qualified bidders invited to bid is selected on the basis of a set of predetermined criteria appropriate to the nature of the procurement established by the procuring entity. The selected list of pre-qualified bidders is approved by the CSTB prior to being invited to bid.

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.