# *ANNEX II + III :* TECHNICAL SPECIFICATIONS + TECHNICAL OFFER

**Contract title: Supply, delivery, unloading, installation, commissioning of hardware, software and other electronic equipment for CARICOM Member States**

**p 1 /…**

**Publication reference:** 10th EDF/CSME\_EIP/SUP/Multi/16.17

**Column 1-2 should be completed by the Contracting Authority**

**Column 3-4 should be completed by the tenderer**

**Column 5 is reserved for the evaluation committee**

Annex III - the Contractor's technical offer

The tenderers are requested to complete the template on the next pages:

* Column 2 is completed by the Contracting Authority shows the required specifications (not to be modified by the tenderer),
* Column 3 is to be filled in by the tenderer and must detail what is offered (for example the words “compliant” or “yes” are not sufficient)
* Column 4 allows the tenderer to make comments on its proposed supply and to make eventual references to the documentation

The eventual documentation supplied should clearly indicate (highlight, mark) the models offered and the options included, if any, so that the evaluators can see the exact configuration. Offers that do not permit to identify precisely the models and the specifications may be rejected by the evaluation committee.

The offer must be clear enough to allow the evaluators to make an easy comparison between the requested specifications and the offered specifications.

**LOT 1: Software Solution for the Community Public Procurement Notice Board and ICT equipment**

The purpose of this tender is to deliver the Community Public Procurement Notice Board (CPPNB) and adequate ICT equipment needed to ensure smooth running of such a system. The Community Public Procurement Notice Board is envisioned as a single common platform for procurement advertisement across all Member States with supplier registration for all public procurements covered by the Protocol on Public Procurement for the Caribbean Community. The proposed solution must further provide for the linkage and aggregation of notices from the existing national advertising portals of the Member States (Barbados, Jamaica and Trinidad and Tobago) to make it possible for contracting authorities to publish all types of notices covered by the Protocol on Public Procurement for the Caribbean Community automatically on CPPNB without having to encode the same information twice. For Barbados, until their e-procurement platform becomes fully operational, in the interim, it might be necessary to enable entering notices above threshold directly into the CPPNB. The proposed solution must also provide for capabilities to facilitate national procurement advertisements in each Member State who do not have yet their own advertising portal (Antigua and Barbuda, Belize, Dominica, Grenada, Guyana, Haiti, Montserrat, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines and Suriname), by allowing them to have a special instance of the Community one hosted at the Community infrastructure to be used for publication of national procurement notices with specific member state look and feel. For Trinidad and Tobago, their current National Advertising Portal should be integrated with a national instance of CPPNB.

The Community Public Procurement Notice Board must provide support for creation (on-line filling of electronic forms with searchable meta data stored in RDBMS), management and online publication of all procurement notices (Annual Procurement Plans, Contract Notices, Invitations to pre-qualify, Invitations to tender, Contract Award Notices, Modification Notices, Cancelation Notices, Annual Reporting form, Notices on IT procurement, Notices on complex work, etc.) and supporting registers (Register of Covered Entities, Register of Designated National and Community/Regional Contact Points, Community Register of Regional Eligible Suppliers Register of CPV Codes, etc.) across all Member States, carried out in accordance with the Protocol on Public Procurement for the Caribbean Community, the Community Public Procurement Bill and the Community Procurement Standard Operating Procedures (PSOP) with Standard Bidding Documents and other templates, including tailoring of specific electronic workflows to fully support work procedures determined in detail in relation to their participants (Covered Entities, Designated National and Community/Regional Contact Points, suppliers, wider public, system administrators, etc.) and tasks as explained in more details in the Item 1.19 and in the Annexes 1-10.



Figure no. 1

Caribbean Community Secretariat shall be responsible for hosting, operating and maintaining the Community Public Procurement Notice Board. The Community Public Procurement Notice Board is envisioned as an integrated system consisting of a primary site to be located in eGov Jamaica Limited in Jamaica, 235b Old Hope Road, P. O. Box 407, Kingston 6, Jamaica, W. I. and the mirror disaster recovery site with real time synchronization located in the CSME Unit in Barbados, 1st Floor, Sky Mall – Haggat Hall - St Michael BB11063 – Barbados.

The primary site is the main production site and its architecture is depicted in Figure no. 1.

Access to the environment is via a VPN (over the general Internet). The Internet service provider (ISP) will provide Internet connectivity to the primary site (which may be resilient). The firewalls (cluster) are used to terminate VPN connections, to detect and prevent intrusion and to allow authorised traffic through to servers in the de-militarized zone (DMZ). Two powerful servers in a cluster run various virtual machines behind a firewall. Front-End Web server handles presentation and resides in the DMZ (allowing external access), while Application server contains business logic and processes and resides in the secure zone. Two more servers in a cluster are planned to run the RDBMS and they are connected to the storage system (cluster) through the optical switch, all residing in the secure zone. The remainder of the virtual servers (Authentication, PKI, Proxy, backup and other) are ancillary to the primary server environment and reside in the secure zone too. All hardware is designed in full redundancy to avoid a single point of failure on the hardware level.

Figure no. 2



Full redundancy disaster recovery site with database mirroring must enable immediate recovery of vital technology infrastructure and systems following a natural or human-induced disaster and is depicted in Figure no. 2.

Disaster recovery site should allow seamless business continuation for the beneficiaries without any time or data loss. This site is envisioned to be similar to the primary site with only difference that the backup server is not envisioned on this site. All hardware is designed in full redundancy to avoid a single point of failure on the hardware level.

The Contractor needs to deliver all specified equipment and software including perpetual licences for any required third-party software licences such as for example RDBMS, document management and capture software or similar. All hardware and software delivered must be mutually compatible. The Contractor further needs to set up infrastructure as depicted in the figures above, and install, develop and/or customize, configure, integrate, test and made fully operational the Community Public Procurement Notice Board (CPPNB). The system must provide performance for minimum 5,000 procuring entities and minimum 10,000 bidders and other users with no restrictions on the increased number of users at the primary site with operational backup and disaster recovery site that can take over full performance as soon as primary site is unavailable. The Contractor needs to document the implemented system through system, user and technical documents including database structure and deliver source code for any software developed as well as custom components developed for the purpose of extending, modifying or replacing functionality provided by the off-the-shelf software, including but not limited to custom database structures, dictionaries, definitions, program source files, and any other custom symbolic representations which are necessary for the compilation, execution, and subsequent maintenance of the system. All documentation should be available in digital format and written in English, apart from the user guide that should additionally be provided in French and Dutch.

Also, the Contractor needs to provide a minimum of two 5 (five) days IT training (in two locations: Jamaica and Barbados) to a minimum of 40 IT administrators and administrative staff in total that should include “on site” training engaging them during the whole system installation, customization and configuration and a minimum of six one-day “train the trainer” training (in two locations: Barbados and Trinidad and Tobago) for usage of the implemented system to a minimum of 150 system core trainers in total that should include “on site” training engaging them during the system customization and testing. In addition, the contractor should also deliver and make operational an e-Learning platform to enable Caribbean Community Secretariat to deliver training courses online when needed and should additionally develop a comprehensive online training course for usage of the CPPNB that includes interactive demos, online videos, step by step guide and similar.

The complete system must be operational with training provided within 5 months after the Commencement order. The tentative plan is presented below:

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| **ACTIVITY DESCRIPTION** | **Mar-16** | | | | **Apr-16** | | | | **May-16** | | | | **Jun-16** | | | | **Jul-16** | | | | **Aug-16** | | | | **Sep-16** | | | | **Oct-16** | | | | **Nov-16** | | | |
| **SW and HW delivery** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Procurement |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation – Delivery and Installation of HW |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation - Development and Installation of SW |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation - Testing and fine-tuning |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation - Development of national notice boards |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation - Interoperability with existing platforms |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Implementation - Training |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

The Contracting Authority will sign the provisional acceptance of the whole system when all requested deliverables are delivered and the system works in line with the required functionalities. During the whole system implementation Eurosupport – Fineurop Support Srla and its project team, currently implementing the project Development and Implementation of the Infrastructure and Instruments for an Integrated Single Market and Economy (CSME) Procurement Market, will collaborate with the Secretariat and the Contractor to provide overarching guidance and ensure a smooth transition and synergy in procurement, installation, software development, testing and final operation.

After the provisional acceptance, the Contractor is expected to provide warranty support, in accordance with warranty agreement, and support for system maintenance pursuant to the after sales agreement, working hours from 9:00 to 17:30, 5 days/week and including:

* On-site warranty for all hardware and on-site software support with maximum response time of 1 business day and maximum time for repair of 3 business days.
* Delivery of new versions and support for all software user licenses.
* Corrective maintenance – costs due to modifying software to correct issues discovered after initial deployment.
* Adaptive maintenance – costs due to modifying a software solution to allow it to remain effective in a changing business environment.
* Perfective maintenance – costs due to improving or enhancing a software solution to improve overall performance.

There also must be a fault reporting process whereby faults are categorized into the following categories:

| Category | Description | Response/Fix time |
| --- | --- | --- |
| A | Catastrophic failure whereby the CPPNB is unable to support business processes. | 2 hours/12 hours |
| B | Serious failure, but the system can still be used to support business processes. This may also be a Category A problem, but with a documented workaround. | 1 business day/3 business days |
| C | A non-serious problem that does not affect business processes. | 1 business day/3 business days |

During this period, the Contractor will provide full time free of charge support in the form of consultation, assistance and advice. The Contractor shall provide the guarantee that the systems will work in line with the required functionalities and during the maintenance period any corrections of error in the system will be made free of charge by the Contractor.

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| **1.**  **Item Number** | **2.**  **Specifications Required** | **3.**  **Specifications Offered** | **4.**  **Notes, remarks,  ref to documentation** | **5.**  **Evaluation Committee’s notes** |
| **1.1** | **Server for virtualization**  Rack mount server  **Processor:**  Minimum 2 processors Passmark CPU Mark 20000 or higher with minimum 10 cores  **Memory:**  128GB or more compatible RAM  **HDD:**  Minimum 4x300GB 10K SAS HDD  **Controllers:**  RAID controller(s) supporting RAID 0, 1, 5, 6, 10  **Connectivity:**  ·    Minimum four 10/100/1000 ports;  ·    Minimum one 10/100 management port;  ·    Support for iSCSI;  ·    Minimum dual port FiberChannel 8Gbps HBA;  ·    SAS controller (support for Backup tape connection).  **Remote management:**  Embedded server management technology  **Ports and expansion:**  ·    Video, USB 2.0 ports and serial console port(s)  ·    At least 2 PCIe Gen 2.0 slots available  **OS:**  Server operating system  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.2** | **Database Server**  Rack mount server  **Processor:**  Minimum 4 processors Passmark CPU Mark 20000 or higher  **Memory:**  128GB or more compatible RAM  **HDD:**  Minimum 4x300GB 10K SAS HDD  **Controllers:**  RAID controller(s) supporting RAID 0, 1, 5, 6, 10  **Connectivity:**  ·    Minimum four 10/100/1000 ports;  ·    Minimum one 10/100 management port;  ·    Support for iSCSI;  ·    Minimum dual port FiberChannel 8Gbps HBA;  **Remote management:**  Embedded server management technology  **Ports and expansion:**  ·    Video, USB 2.0 ports and serial console port(s)  ·    At least 2 PCIe Gen 2.0 slots available  **OS & Software:**  Server operating system  RDBMS to support items 1.18 and 1.19:  Support for High Availability and Scalability  Fine Grained Auditing, Encryption support, User-Defined Roles, Separation of duty  Support for structured, unstructured and complex data types, support for industry standard APIs across varied platforms, native XML support and web services  Support for Data Warehousing and Business Intelligence  **Integration and Development:**  Support for structured, unstructured and complex data types, support for industry standard APIs (ADO.NET, ODBC, JDBC, PDO, and ADO) across varied platforms including C/C++, .NET, Java, PHP, data profiling tools, built-in data source integration ad  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.3** | **Server for Service Integration Adapter**  Rack mount server  **Processor:**  Minimum 2 processors Passmark CPU Mark 16000 or higher  **Memory:**  128GB or more compatible RAM  **HDD:**  Minimum 4x300GB 10K SAS HDD  **Controllers:**  RAID controller(s) supporting RAID 0, 1, 5, 6, 10  **Connectivity:**  ·    Minimum four 10/100/1000 ports;  ·    Minimum one 10/100 management port;  ·    Support for iSCSI;  ·    Minimum dual port FiberChannel 8Gbps HBA;  **Remote management:**  Embedded server management technology  **Ports and expansion:**  ·    Video, USB 2.0 ports and serial console port(s)  ·    At least 2 PCIe Gen 2.0 slots available  **OS & Software:**  Server operating system  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.4** | **GBE Switch**  **Standard ports:**  Minimum 24x1GbE RJ45 auto-sensing  10/100/1000BASE-T  IEEE 802. IQ VLAN Trunking  Unicast routes min 11000  IP unicast routing protocol (RIPv1 RIPv2, RIPng) and static routing  OSPF for routed access  Switching Fabric: 160Gbps min  DRAM: 256 MB min  Flash Memory: 64MB min  Forwarding Rate: 65.5 mpps min  AC power supply 240V/50Hz  **Management:**  Web  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.5** | **Storage system**  **Type of storage:**  External storage system rack-mount  Case Rack mount 19" with rails  **HDD:**  Total HDD data capacity (after RAID 10) minimum 6TB SAS  HDD hot-swapping  **Type of RAID:**  RAID capabilities (RAID 0,1,5,10)  **Interface:**  FC 8Gbps dual port controller  **Management:**  Centralized maintenance console  Virtualization supported  **Interconnectivity:**  Interconnected with min. 3 servers  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.6** | **Data Tape**    **Type:**  Stand alone or rack mount  **Capacity:**  Minimum 6.25TB capacity  Compressed 2.5:1  **Interface:**  6 Gbps SAS  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  20 RW data cartridges  SAS external cable assembly |  |  |  |
| **1.7** | **KVM Switch**  **Type of switch:**  8-port USB/PS2 Combo KVMP Switch  **Cables:**  8x 3m USB KVM Cable  Console Cable  Firmware Upgrade Cable  **Rack assembling tool:**  Standard Rack Mounting Kit  Grounding Wire  Power Adapter  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.8** | **KVM Monitor**    **Panel type:**  1U rack console with min 17" widescreen TFT LCD panel  **HID:**  Combo interface either PS/2 or USB input to the LCD drawer  Keyboard with either touchpad or trackball  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.9** | **UPS**    **Enclosure Type:**  Rack 19"  **Outputs:**  Output Power Capacity minimum 1980 Watts / 2200 VA; 230V nominal output voltage; minimum 8 output connections  **Communication interfaces**:  USB 2.0, LAN RJ45  **Accessories:**  Support software; Rack Mounting support rails  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.10** | **Equipment/Server Rack**  19” rack  **Rack units**  42U  **Accessories:**  Rack cooling  Rack PDU 230V, min 10 IEC 320 C13 outputs  Cable management  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.11** | **Storage Area Network Switch**  **Architecture**:  Fibre Channel Switch  **Performance:**  Speed minimum 16GBps  ISL Trunking: min 8 ports  **Fibre Channel Ports**:  Minimum 24 ports, universal (E, F, M, FL or N)  **Management port**:  Yes  **Cables**:  5m FC duplex Fibre Channel cables for all active ports  FC interfaces  **Additional components:**  8 Gbps SFP Module SW  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.12** | **Firewall**  **Secure Connectivity & Features:**   * IPSec VPN connectivity * Multiple VPN clients * Anti-malware and Messaging Security * Web Filtering * Network Access Control (NAC)   **FW throughput**:  Minimum 2 Gbps  **VPN throughput**:  Minimum 1.2 Gbps  **Concurrent Firewall Connections:**  Minimum 40000  **Interface:**  8 ports minimum  WAN port  10/100  **Management port:**  Yes  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.13** | **Firewall for remote sites**  **Availability and performance:**   * Firewall performance and multiport-density for increased bandwidth demands * High availability and load balancing for persistent connectivity and service availability   **Secure Connectivity:**   * IPSec VPN connectivity * Multiple VPN clients * Anti-malware and Messaging Security * Web Filtering * Network Access Control (NAC)   **FW throughput**:  Minimum 150 Mbps  **VPN throughput**:  Minimum 100Mbps  **Concurrent Firewall Connections:**  Minimum 10000  **LAN Switch:**  4 ports minimum  **WAN port:**  10/100  **Management port:**  Yes  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.14** | **Printer/Copier/Scanner for NCP and CCP**  **Functions:**  Print, copy, scan  **Printing technology:**  Laser  **Print speed:**  Min25ppm  P**rint resolution:**  Min600 x 600dpi  **Duty cycle:**  Min 75000  **Scan resolution:**  Min 600dpi  **Scan speed:**  Min 20 ppm  **Copy resolution:**  Min 600 x 600 dpi  **Input total capacity:**  Min 1500  **Paper sizes:**  A6-A3  **Features:**  Duplex, auto stapling  **Connectivity:**  10/100/1000BaseTX Ethernet, High-Speed USB 2.0  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days |  |  |  |
| **1.15** | **Software for servers virtualization**  **Support:**  Min. 2 servers with two processors  4-6 virtual servers  Centralized management  Storage appliance  **Features:**  Virtual Machine Live Migration  Live Storage Migration  Shared-Nothing Live Migration  Network Virtualization  Integrated High Availability  Cluster-Aware  Data Protection  Thin provisioning  Update Manager  Replication  Endpoint Security for Virtual Data Centres  Full bare-metal restore  **Training:**  On site training for 5 x administrators  **Installation and configuration with testing:**  Full installation on the servers for virtualization (Item 1.1) and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.16** | **Software for system monitoring and management**  **Features and components:**  System monitoring and alerting component that will alert on any faults and provide a real-time view of the health of different components  Monitoring and management of physical and virtualized infrastructure, top-tier applications and workloads  Multi-hypervisor virtualization-management, including Hyper-V, VMware, and Citrix  Support of provision and manage virtual networks  Alerting  Change and configuration management  Database that contains all configuration data and stores all monitoring data that is collected and processed  Database also has to store monitoring and alerting data for historical purposes  **Training:**  On site training for 5 x administrators  **Installation and configuration with testing:**  Full installation and configuration with testing  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.17** | **Backup Software**  Single backup application to support either virtual or physical infrastructure, to back up application data from servers and workloads, and file data from servers. Have to have ability to create full backups, incremental backups, differential backups, and bare-metal backups to completely restore a system, and to backup data to a number of types of storage, including tape, disk.  **Backup:** Image, files and folders Full, incremental or differential backups Ability to backup to disks and tapes Support for multiple backup servers  Single-pass backup  On-line backup of RDBMS  Backup of virtual machines  **Disaster and Recovery:** Recovery from disk to disk or tape to disk  Recover individual folders or files, disk image  Database recovery  Applications recovery Server recovery  Recovery of virtual machines  **Management:** Centralised and Remote Management  **Training:**  On site training for 5 x administrators  **Installation and configuration with testing:**  Full installation and configuration with testing, including configuration of backup for database and application (for Item 1.18 and 1.19) on backup server.  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.18** | **e-Learning Platform**  e-Learning platform should enable the Secretariat to deliver training courses on line and should include the following modules:  **Application management:** Module for application management and settings intended for system administrators.  **User management:** Module for users and roles management available for system administrators and trainers only.  **Lesson:** Lesson module, where to find all the materials, resources links, and tasks related to a lesson.  **Assignments:** Assignments management module.  **Forum:** Forum module for promoting collaboration among trainees and trainers.  **Questions:** Question board module, where to post and answer questions concerning courses topics.  **Resource:** Repository module, where to find useful resources for courses and training activities.  **Messaging:** Notification and messaging module.  **Wiki:** Wiki pages module to share contents and information.  **Chat:** Real time analysis of topics.  **Shared synchronous resources:** Sharing of a teacher’s or student’s screen (for example, the teacher demonstrates how to do something) or sharing of software programs. Access to file systems and databanks. Uploading and downloading of documents (organised in folders, for example) created by teachers or students.  **Organisation tools:** Support systems for teaching organisation (shared calendars, syllabi, frequently asked questions, information). Support systems for group processes (for managing projects, monitoring, decision making, polls, etc).  **Audio/video conferencing:** Virtual class lesson or seminar discussions. Usually these tools integrate the possibility of sharing material (for example, PowerPoint slides) and of managing the class through requests to speak (raising a hand and passing the microphone).  **General system requirements:**   * Robust and high performance; * Web based technologies; * Installed on servers located on the premises; * Promoting collaboration between trainees and trainers; * The system must provide performance for minimum 5000 designated users with no restrictions on the increased number of users; * Storing multimedia contents in a resource repository; * Providing training auxiliary tools such as forums, internal chats, calendars; * Enabling system and e-mail notification; * Support for information sharing technologies such as Wiki Newsfeed, Atom, RSS, etc; * Full user logging and tracking; * Provided with proper backup and restore functionalities; * Support for SSL certificates and TLS; * Allowing import/export multiple choices questions, in different formats such as: IMS QTI (IMS Question and Test Interoperability specification), XML and XHTML; * SCORM compliant; * Tin Can support; * IMS support; * All the content and course material shall be stored in a single centralized server; * All the application data shall be stored on a single database; * Support for interactive learning objects and any other digital learning resource according to the principles of granularity, interoperability and adaptability.   **Functional requirements**  **The e-Learning management platform shall allow administrators:**   * Accessing the system web-interface via a secure login form; * Creating and deleting system users; * Creating, modifying and deleting system roles and user groups; * Uploading, downloading and deleting documents, files and other multimedia objects; * Accessing and altering the global and specific settings of the application and its modules; * Customizing the interface appearance and lay-out; * Inserting or removing options and objects from the interfaces and users’ menus; * Creating and managing notification to users; * Performing backup and restore of objects stored in content manager; * Performing backup and restore of the whole application and all modules;   **The e-Learning management platform shall allow registered trainers/instructors:**   * Accessing the system web-interface via a secure login; * Creating, editing and removing Courses; * Enabling, registering (enrolling), and removing users in a Course; * Defining Learning Paths for learners; * Creating, modifying and removing Lessons; * Creating and defining and assessing Assignments for learners (to be specified with a due date and a maximum grade); * Creating, modifying and deleting Exercises, Tests and Wrap-up activities; * Accessing the contents repository; * Creating different types of forums (trainer-only, course news, open-to-all, one-thread-per-user), starting and closing threads; * Adding, and deleting Notifications for course enrolled users; * Content management (audio/video/text); * Uploading, downloading and deleting documents, files or any other multimedia objects within a course; * Accessing and defining the courses Calendar; * Grouping of students (site level and course level); * Accessing learners’ activity reports, displaying learners’ history and details: access to the platform (login/logout timestamp on a daily/weekly/global basis), access to the resources (number of views), status for each learning object, results of test session, percentage success/failure for each single test question); * Accessing Planning tool to identify skill gaps at departmental and individual level; * Defining Roles for specific participants for each Course;   **The e-Learning management platform shall allow registered user (learners):**   * Self-registration into the platform; * Accessing the system web-interface via a secure login; * Accessing to courses Calendar; * Displaying available Courses; * Enrolling and un-enrolling in a course; * Possibility to pay for a course online if required; * Accessing enrolled Courses; * Accessing available Lessons; * Accessing and performing Exercises, Tests and Wrap-up activities; * Displaying, starting, pausing and submitting Assignments; * Assignments will be stamped with date and time when submitted; * Entering available forums, submitting questions and replying to threads on various topics; * Choosing to receive forum thread copies via e-mail; * Displaying available Notification from Administrators or Trainers; * Accessing the multimedia materials available for the chosen course; * Downloading authorized course material such as documents, files or other multimedia objects of a course; * Displaying learner’s own grades and performance graph, and detailed history; * Certification (.pdf and printable)   **Installation and configuration with testing:**  Full installation and configuration with testing, including design, development and configuration of comprehensive online training course for usage of software solution for CPPNB that includes interactive demos, online videos, step by step guide and similar.  **Training:**   * Provide a minimum of 3 (three) days of training for maintenance of the implemented system to up to 10 technical staff and administrators that should include: “on site” training engaging them during the whole system installation, configuration, customization and testing. * Provide a minimum of 3 (three) days of training for usage of the implemented system to up to 10 trainers that should include practical training on computer with a live online system.   **Documentation:**  Document the implemented system through system, user and technical documents. All modules should be presented in the user's instructions with a detailed description of the proper use of each of them. All documentation should be available in digital format and written in English.  **Warranty:**  1-year parts, 1-year labour, 1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  **Miscellaneous:**  Installed software must include all needed licenses. |  |  |  |
| **1.19** | **CPPNB**  Software Solution for the Community Public Procurement Notice Board  The Community Public Procurement Notice Board must provide support for all business processes carried out in accordance with the following legislation: the Protocol on Public Procurement for the Caribbean Community, the Community Public Procurement Bill and the Community Procurement Standard Operating Procedures (PSOP) with Standard Bidding Documents and other templates.  **General specifications of the system:**   * Installation on a central location with proper backup and restore functionalities; * A central repository for all documents and records; * Multi-layered system that allows separation of the levels at which the data is stored, the levels of process logics and user interface levels; * Modular system, with multi-user access and a relational database, easy to upgrade and open for customization for any new business functions and internal processes; * User-friendly system that is easy to understand the operations with rapid acceptance and minimal training costs; * Multi-lingual interface providing support for English, French and Dutch; * System must provide for prefilling of all known data and avoid duplicate entries. * Transparent system ensuring: receipt of a delivery notice of successful completion of the process step online, progress tracking where it is clear how much of the process step are accomplished and how much of it still remains to be done, ability to save work done as a draft and return to it at another moment in time, etc. * The system must provide performance for minimum 5,000 procuring entities and minimum 10,000 bidders and other users with no restrictions on the increased number of users; * Availability and complete functionality in work for any authenticated and authorized users; * Web user interface and compatibility with standard web browsers - the presentation layer must be implemented using web-based standards and specifications; * Easily configurable user interface; * Technologically independent system in accordance with the standards of open systems, to effectively connect with other information systems and to effectively share the necessary information and documents: the system must have an application programming interface (API) for integration with other information systems; * Support for web services; * The system must enable integration with software components for scanning and document capture; * Support for PKI digital signing of documents and records through the user interface and their adequate archiving in accordance with the relevant laws; * Support for e-mail and system notifications to provide for informing, warning and reminding the user of the actions done and deadlines for action; * Safe, reliable and easily accessible for operation in a manner that ensures the integrity of software and data is retained and available only to authenticated and authorized users. The identity of the user must be stamped on all transactions in the system, for example, each command that is carried on in a case/ act in a case should be recorded, specifying what is entered or updated, by whom and when. All reasonable measures must be designed in the system to prevent accidental or deliberate unauthorized access to data contained in the system. The following security requirements have to be met with no exceptions:   + Identification: All parties accessing the system must be able to identify themselves to the system.   + Authentication: There have to be procedure to verify the identity of the accessing party.   + Authorization: Define set of transactions the authenticated party is allowed to perform.   + Integrity: data must be accurate and complete over its entire life cycle, meaning they cannot be modified in an unauthorized or undetected manner.   + Confidentiality: information is not made available or disclosed to unauthorized individuals, entities, or processes.   + Auditing: All transactions are recorded.   + Availability: the information must be available when it is needed. * Widely accepted public standards and industry best practices in design, coding and documentation must to be applied in the system wherever possible/feasible.   **Modules of the system (Conceptual Design is depicted in Annex 1):**  **1. PKI** must be implemented in accordance to following requirements:   * Client certificates shall be issued to the end users. * Each certificate shall be issued as a X.509 v3 qualified certificate. * The PKI infrastructure has to provide server side certificates for SSL/TLS connections. * Support facilities for the distribution of keys to appropriate storage devices and directories * Ability to revoke certificates for individual keys under the terms of the applicable policy * Facilities to enable the user and subscriber to determine the status (for example, revoked or suspended) of a specific certificate * Facilities to enable the archive and subsequent retrieval of certificates in support of the retrieval and verification of long-term information in accordance with governance policy   **2. Documents and Content Management Module** providing for receipt, management, storing, protection and view of contents and documents including:   * A central electronic repository of all documents (received, internally created, sent, archived, etc.). Users should be able to add e-mails, faxes, scanned documents, electronic documents, etc.; * Web interface to access documents; * Document management providing services such as check-in/check-out, creation, versioning, review, delegation/assignment (person responsible, deadline). * Availability of all documents versions: tracking and checking of document versions created internally; * Implementation of the locking mechanism when modifying documents, tracking all changes to a document (who, when, what); * Integration with procedures within the workflow/notice registry: possibility that documents in the system can be linked to the specific workflow procedure, but also that all documents created within the workflow/electronic registry can be stored in the system. * Direct recording of documents from scanners; * Enrichment of contents by adding meta information (such as ID number, date and time of receipt, creation, modification, sending, archiving, headers, summary and brief descriptions, keywords, parties (the name, address, ID number, date), officers in charge, category, class, type, physical location of a document, etc.), business rules, security policies and collaboration rules; * E-mail and system notifications for all standard actions and changes to documents and data.   **3. Documents Capture Software Module** providing for:   * Unambiguous labelling and digitizing of paper documents; * Unique identification of the physical documents in the archives; * Easy handling of documents that contains multiple pages, such as finding, replacing, collection, separation, zooming, sharing, rotation, etc.; * Full text OCR and creation of searchable PDF files; * Document linkage directly with the corresponding notices on the basis of the unambiguous labelling   **4.** Develop and deploy **Notice Board** providing support for creation (on-line filling of electronic forms with searchable meta data stored in RDBMS), management and online publication of all procurement notices and supporting registers across all Member States, carried out in accordance with the Protocol on Public Procurement for the Caribbean Community, the Community Public Procurement Bill and the Community Procurement Standard Operating Procedures (PSOP) with Standard Bidding Documents and other templates, including:   * Annual Procurement Plan: the procurement plans of covered entities for the relevant year, including the subject matter of planned procurements together with volumes and values, and the proposed dates or range dates for the publication of relevant invitations to tender, where such information is available. See Annex 2. * Contract Notices: the name and address of the covered entity, including the post of the designated responsible officer; a brief description of the required goods, works or services; the location for the deliverables; qualification requirements; the date, time and location where the tender or prequalification documents may be collected, the price to be paid and means of payment, if any; the source of funding; and the closing date and time for tenders submitted, the location place and form of submission. See Annex 3. * Invitation to Pre-qualify: A covered entity may engage in pre-qualification proceedings to identify, prior to employing a procurement method, suppliers who are qualified to participate in the procurement. The Invitation to Pre-qualify provides information that enables potential applicants to decide whether to participate. See Annex 4. * Invitation to Tender: See Annex 5. * Contract Award Notices: the name and address of the covered entity making the award; a description of the goods, services or works to be procured; the name and address of the successful tenderer; the value of the successful tender; the date of the award; and the procurement method employed. See Annex 6. * Modification Notices. See Annex 7. * Cancelation Notices. See Annex 8. * Notices on IT Procurement. See Annex 9. * Notices on complex procurement. See Annex 10. * Register of Covered Entities. See Annex 11. * Register of Designated National and Community/Regional Contact Points (name, institution, address, telephone, fax number, email). * Community Register of Regional Eligible Suppliers. See Annex 12. * Register of CPV Codes: integrate into system and provide all times up to date CPV structure. See Annex 13. * Community Standard Bidding Documents: standard forms and content of the invitation to bid, instructions to bidders, form of bid, form and conditions of contract, and any necessary appendices, such as formats for tender securities. * Tender documentation. * Annual Reporting Form: Statistics about procurement covered by the Protocol on public procurement for the Caribbean community, including statistic on national procurement within the national instances. * The laws, regulations and other relevant documentation governing the procurement activities of covered entities. * Training material. * Forums for online discussions amongst users.   All registered covered entities should be able to use the Notice Board as an on-line tool for preparing all public procurement notices and publishing them. Notice Board should provide access to all standard forms and allow CE to work in a personalized environment, speeding up their work and the process of publishing tender notices. CPPNB should also help to check for possible errors in notices and for the compliance with the regulating public procurement procedures. On the other side, registered suppliers should be able to personalise search profiles, according to their needs and to get e-mail alerts based on their search profiles.  **5. Customize and deploy adequate** workflows ensuring:   * Work procedures are determined in detail in relation to their participants and tasks; * Procedures are mapped into the system, and the system guides users through their activities and tasks; * Duration of each necessary actions for handling is defined and it is indicated how much time is left to act, setting time lines and the notification of the expiration, distribution to all participants in the process, monitoring of activities and documents generated during the process; * Administration of all required meta data; * Administration of parties involved; * Support for organizing, planning, tracking, monitoring and archiving tasks: sending the notification (via e-mail and through the system) on the deadlines for specific actions; * Tracking activities for each case: acting officer, status, delays, time spent in each activity / task. * Support for archiving and easy retrieval of all notices and related information; * Filling of electronic notices (Annexes 2-13) with all meta data required, review, administration and publication of notices as per the workflow (see Annex 14) described below:   + Authentication and identification (CE – Covered Entity, NCP – National Contact Point, CCP – Community Contact Point)   + CE selects type of procurement notice   + If it is Procurement Opportunity Notice, preceding Prior Information Notice must be linked with all existing data already prefilled and if it is Contract Award notice, preceding Procurement Opportunity Notice must be linked with all existing data already prefilled.   + CE selects procurement procedure   + Adequate form opens   + For authenticated and identified CE, known data should be automatically prefilled wherever requested in a form   + CE fills the form with data stipulated above   + CE uploads the form filled   + CE attaches tender documentation files, if possible   + Notification (mail and system) sent to NCP for review   + NCP reviews procurement notice     - If there is a need for a revision:       * NCP writes comments       * Notification (mail and system) sent to CE for review       * CE revises procurement notice       * Notification (mail and system) sent to NCP for review again   + NCP approves procurement notice   + Notification (mail and system) sent to CCP for review   + CCP reviews procurement notice     - If there is a need for a revision:       * CCP writes comments       * Notification (mail and system) sent to CE and NCP for review       * CE revises procurement notice       * Notification (mail and system) sent to NCP for review again       * NCP approves procurement notice       * Notification (mail and system) sent to CCP for review again   + CCP approves procurement notice   + Procurement notice uploaded into on-line CPPNB   + Notification (mail and system) sent to CE, NCP and CCP that procurement notice is public   **6. Reporting and searching module** including, as a minimum, the following:   * Reporting module must be directly integrated with other modules, with the ability to generate reports for display on screen or print, depending on the access rights of users. * Browsing, searching and sorting notices and documents by all metadata (PE, MS, supplier, type, date of creation, date of modification, date of last access, status, business sector, CPV, etc.) and display of all available metadata associated to digital format. * Indexing and full text search. * Storing and repeated use of search criteria. * Reporting Module should be modular and allow the addition of new reports without intervention and participation of suppliers. Users should be able to create their own simple reports defining the parameters of reports and data sources and defining fields with report outputs (e.g. Report on published notices, Report on awarded notices, Aggregated Statistical Review on notices, Report by MS, etc.). * Support for administration, creation, automatic retrieval and filing of meta data, sending, printing and storing of notices, reports, decisions and other standard forms. * Support for advanced analytical reporting and overviews; * The system must be able to export data from reports in various formats such as Word, PDF, spread sheet tables and graphical display via a simple key action; * Support for generating of XML reports. * Searching must support the use of Boolean logic operators, partial pairing and the use of Wildcard characters.   **7. Administration Module** should support easy management of taxonomies, users, users rights and workflows including, as a minimum, the following:   * Changes to the application without having to change the background of the code or any additional programming. * Accessing and altering the global and specific settings of the application and its modules; * Customizing the interface appearance and lay-out; * Inserting or removing options and objects from the interfaces and users’ menus; * Creating and managing notification to users; * Performing backup and restore of objects stored in content manager; * Performing backup and restore of the whole application and all modules; * Administration of the codebook, e.g. classification of codes, organizational units, employees, etc. * Workflow editor as a visual tools to design business process: amending and editing of workflows and adding of new workflows should be possible without an intervention by the supplier and without having special technical and development skills. * The ability to define additional data (fields, i.e. metadata) and additional entities (new forms of metadata) for each type of electronic form. * The system must support remote authentication, which guarantees the identity of the subjects in their communication with the possibility of local administrator’s setting security parameters, such as:   + Self-service portal: Portal where administrators can define policies that allow users to remediate identity issues themselves—updating their identities, managing groups, and resetting passwords across all systems.   + Administration of individual permits for access to data and documents, defining of the right to access (to the level of individual records and documents) by users and groups of users (CE – Covered Entity, NCP – National Contact Point, CCP – Community Contact Point, eligible suppliers, public, etc.)   + Issuing credential certificates for each user requesting access to the system. Every Member State shall possess one Member State Manager (MSM) user authorizing access to a configurable set of services. The MSM credential shall have permission to create additional user providing them with weak authentication credentials. The permissions issued to the additional users shall not exceed the set of permissions assigned to the MSM.   + The rights to view, add, change and delete data and documents need to be differentiated.   + Administration of passwords and login procedures for the system.   + Possibility of transfer of one’s own rights to another user in case of absence. Period of transferred rights should be limited and thus should have a deadline for expiration, but it is necessary to allow the deletion of previously transferred rights. For transparency, it is necessary to retain transfers of rights in records.   + Administration of categorization of document security (e.g. public, confidential, secret, top secret) through appropriate labelling or similarly.   + In-depth auditing and reporting: audit and report on all the activities and historical states of each event   **8. Application Integration Module** shall provide connectivity and facilitate two-way communication and data exchange between CPPNB and the member states public procurement notification systems (only for Barbados, Jamaica, Trinidad and Tobago).   * This module shall enable that all national procurement advertisements within member states procurement systems covered by the Protocol on Public Procurement for the Caribbean Community should be reflected/published at CPPNB without duplicate data entry. * The integration scenario in which the adapter solution requires no foot-print or modification on the member states business information systems in order to integrate them with the CPPNB, if applicable, shall be the preferred integration scenario. * The CPPNB shall integrate with the member states public procurement notification systems through the support of at least the following technologies and applications:   + SOAP – for communicating with web services.   + Common Relational Database Systems – the querying and updating of proprietary databases based on a common standard (SQL – Structured Query Language) is a viable alternative to directly exchanging SOAP messages.   + HTTP – this technique implies the simple posting of requests to the web services, often in XML format.   + File Drops – this technique utilizes local or remote network storage locations to transfer files containing request and response data.   + Custom API – the CPPNB shall provide mechanisms to support the installation, configuration and utilization of custom adapters that are required to access to vendor-specific APIs  1. **National Instance** Module should provide for capabilities to facilitate national procurement advertisements in each Member State who do not have yet their own advertising portal (Antigua and Barbuda, Belize, Dominica, Grenada, Guyana, Haiti, Montserrat, St. Kitts and Nevis, St. Lucia, St. Vincent and the Grenadines and Suriname), by allowing them to have a special instance of the Community one (supporting all of the functions the Community Board supports) to be used for publication of national procurement notices with specific member state look and feel.   **10. Help Module** should be an integral part of the system that must:   * Be Intuitive * Be Tailored to the context and situation * Be Easy-to-use, * Have downloadable manual for users, explaining every Module/Part of the system in details with the instructions on its proper usage. * Have click-through demo and online video, explaining the steps the user has to take * Have help desk contacts available   **Installation and configuration with testing:**  Full installation, configuration and customization with testing**.**  **Training:**   * Provide minimum two 5 (five) days IT training (in two locations: Jamaica and Barbados) to a minimum of 40 IT administrators and administrative staff in total that should include: “on site” training engaging them during the whole system installation, configuration, and customization and testing. * Provide minimum six one-day “train the trainer” training (in two locations: Barbados and Trinidad and Tobago) for usage of the implemented system to a minimum of 150 system core trainers in total that should include practical training on computer with a live online system. Each participant should have a computer to practice on live system.   **Documentation:**   * Document the implemented system through system, user and technical documents including database structure. All modules should be presented in the user's instructions with a detailed description of the proper use of each of them. All documentation should be available in digital format and written in English, apart from the user guide that should additionally be translated into French and Dutch. * Deliver source code for any software developed and custom components developed for the purpose of extending, modifying or replacing functionality provided by the off-the-shelf software including but not limited to custom database structures, dictionaries, definitions, program source files, and any other custom symbolic representations which are necessary for the compilation, execution, and subsequent maintenance of the system.   **Warranty:**  1-year on-site support  Maximum response time: 1 business day  Maximum time for repair: 3 business days  For catastrophic failure whereby the CPPNB is unable to support business processes maximum response time is 2 hours and maximum time for repair is 12 hours.  **Miscellaneous:**  Installed software must provide support for minimum 5,000 procuring entities and minimum 10,000 bidders and other users with no restrictions on the increased number of users, including perpetual licences for any required third-party software such as RDBMS, documents management and capture software, workflow editor or similar. |  |  |  |
|  | **Implementation**   * Deliver all specified equipment and off-the-shelf software with all required perpetual licences. All hardware and software delivered must be mutually compatible. * Set up infrastructure as depicted in the figures above, including fully operational primary site with operational backup and disaster recovery site that can immediately take over full performance if primary site is unavailable. * Install, configure and customize e-Learning platform – Item 1.18 on the infrastructure * Install, configure and develop/customize CPPNB - Item 1.19 on the infrastructure * Install, configure and integrate all components within the infrastructure, test and made operational the whole system, including full configuration of disaster recovery site and backup for database and application. * Provide free of charge one year full time on-site support in the form of consultation, assistance and advice for all systems maintenance (for all of the above), working hours from 9:00 to 17:30, 5 days/week and including:   + On-site warranty for all hardware and software with maximum response time of 1 business day and maximum time for repair of 3 business days.   + Delivery of new versions and support for all software user licenses.   + Corrective maintenance – costs due to modifying software to correct issues discovered after initial deployment.   + Adaptive maintenance – costs due to modifying a software solution to allow it to remain effective in a changing business environment.   + Perfective maintenance – costs due to improving or enhancing a software solution to improve overall performance. |  |  |  |

**Annex 1**

* **The work of CPPNB should be supported by the following IT supporting modules:**

Document and Content Management System

Workflow

System

Reporting

&

Searching

Document Capture

System Notifications

CPPNB

Authentication

Identification

&

Digital Signing

System Administration

Help

**Annex 2**

* **Annual Procurement Plan:** the procurement plans of covered entities for the relevant year, including the subject matter of planned procurements together with volumes and values, and the proposed dates or range dates for the publication of relevant invitations to tender, where such information is available.

Content, for indication (more exact content is reflected in Standard Bidding Documents, Annex 2a[[1]](#footnote-2)):

1. Name, identification number (where provided for in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained.[[2]](#footnote-3)
2. Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge. Where unrestricted and full direct access, free of charge, is not available for the reasons set out in the MS legislation, an indication of how the procurement documents can be accessed.
3. Type of contracting authority and main activity exercised.
4. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
5. CPV codes, where the contract is divided into lots, this information shall be provided for each lot.
6. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
7. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services.
8. Date of dispatch of the notice.
9. Any other relevant information.

**Annex 3**

* **Contract Notices**: the name and address of the covered entity, including the post of the designated responsible officer; a brief description of the required goods, works or services; the location for the deliverables; qualification requirements; the date, time and location where the tender or prequalification documents may be collected, the price to be paid and means of payment, if any; the source of funding; and the closing date and time for tenders submitted, the location place and form of submission.

Content, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 3a, 3b and 3c[[3]](#footnote-4)):

1. A link to annual procurement plan, if applicable, with automatic filling of known data.
2. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained[[4]](#footnote-5).
3. Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge. Where unrestricted and full direct access, free of charge, is not available for the reasons set out in the MS legislation, an indication of how the procurement documents can be accessed.
4. Type of contracting authority and main activity exercised.
5. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
6. CPV codes, where the contract is divided into lots, this information shall be provided for each lot.
7. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
8. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services. Where the contract is divided into lots, this information shall be provided for each lot. Where appropriate, description of any options.
9. Estimated total order of magnitude of contract(s); where the contract is divided into lots, this information shall be provided for each lot.
10. Admission or prohibition of variants.
11. Time-frame for delivery or provision of supplies, works or services and, as far as possible, duration of the contract. In the case of a framework agreement, indication of the planned duration of the framework agreement, stating, where appropriate, the reasons for any duration exceeding four years; as far as possible, indication of value or order of magnitude and frequency of contracts to be awarded, number and, where appropriate, proposed maximum number of economic operators to participate.
12. Conditions for participation, including: a list and brief description of criteria regarding the personal situation of economic operators that may lead to their exclusion and of selection criteria; minimum level(s) of standards possibly required; indication of required information (self-declarations, documentation).
13. Type of award procedure.
14. Where appropriate, indication whether a framework agreement is involved.
15. Where the contract is to be subdivided into lots, indication of the possibility of tendering for one, for several or for all of the lots; indication of any possible limitation of the number of lots that may be awarded to any one tenderer.
16. In the case of a restricted procedure, where recourse is made to the option of reducing the number of candidates to be invited to submit tenders, minimum and, where appropriate, proposed maximum number of candidates and objective criteria to be used to choose the candidates in question. (to be discussed)
17. Where appropriate, particular conditions to which performance of the contract is subject.
18. Criteria to be used for award of the contract or contracts. Except where the most economically advantageous offer is identified on the basis of price alone, criteria representing the most economically advantageous tender as well as their weighting shall be indicated where they do not appear in the specifications.
19. Time limit for receipt of tenders (open procedures) or requests to participate (restricted procedures).
20. Address to which tenders or requests to participate shall be transmitted.
21. In the case of open procedures:
22. time frame during which the tenderer must maintain its tender,
23. date, time and place for the opening of tenders,
24. persons authorised to be present at such opening.
25. Language or languages in which tenders or requests to participate must be drawn up.
26. Where appropriate, indication whether:
27. electronic submission of tenders or requests to participate will be accepted,
28. electronic ordering will be used,
29. electronic invoicing will be accepted,
30. electronic payment will be used.
31. Information whether the contract is related to a project and/or programme financed by IFI funds.
32. Name and address of the body responsible for review and, where appropriate, mediation procedures. Precise information concerning deadlines for review procedures, or if need be, the name, address, telephone number, fax number and email address of the service from which this information may be obtained.
33. Date(s) and reference(s) of previous publications in the CPPNB relevant to the contract(s) advertised in this notice.
34. In the case of recurrent procurement, estimated timing for further notices to be published.
35. Date of dispatch of the notice.
36. Any other relevant information.

**Annex 4**

* **Invitation to pre-qualify:** A covered entity may engage in pre-qualification proceedings to identify, prior to employing a procurement method, suppliers who are qualified to participate in the procurement. The Invitation to Pre-qualify provides information that enables potential applicants to decide whether to participate.

Content, for indication (more exact content is reflected in Standard Bidding Documents, Annex 4a[[5]](#footnote-6)):

1. Name, identification number (where provided for in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained.[[6]](#footnote-7)
2. Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge. Where unrestricted and full direct access, free of charge, is not available for the reasons set out in the MS legislation, an indication of how the procurement documents can be accessed.
3. Type of contracting authority and main activity exercised.
4. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
5. Scope of prequalification.
6. CPV codes, where the contract is divided into lots, this information shall be provided for each lot.
7. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
8. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services.
9. Date of dispatch of the notice.
10. Any other relevant information.

**Annex 5**

* **Invitation to tender:** A covered entity may engage in pre-qualification proceedings to identify, prior to employing a procurement method, suppliers who are qualified to participate in the procurement. The Invitation to Pre-qualify provides information that enables potential applicants to decide whether to participate.

Content, for indication (more exact content is reflected in Standard Bidding Documents, Annex 5a[[7]](#footnote-8)):

1. Name, identification number (where provided for in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained.[[8]](#footnote-9)
2. Email or internet address at which the procurement documents will be available for unrestricted and full direct access, free of charge. Where unrestricted and full direct access, free of charge, is not available for the reasons set out in the MS legislation, an indication of how the procurement documents can be accessed.
3. Type of contracting authority and main activity exercised.
4. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
5. CPV codes, where the contract is divided into lots, this information shall be provided for each lot.
6. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
7. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services.
8. Date of dispatch of the notice.
9. Any other relevant information.

**Annex 6**

* **Contract Award Notices**: the name and address of the covered entity making the award; a description of the goods, services or works to be procured; the name and address of the successful tenderer; the value of the successful tender; the date of the award; and the procurement method employed.

Contents, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 6a, 6b and 6c[[9]](#footnote-10)):

1. A link to contract notice, if applicable, with automatic filling of known data.
2. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained[[10]](#footnote-11).
3. Type of contracting authority and main activity exercised.
4. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
5. CPV codes.
6. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
7. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services. Where the contract is divided into lots, this information shall be provided for each lot. Where appropriate, description of any options.
8. Type of award procedure; in the case of negotiated procedure without prior publication, justification.
9. Where appropriate, indication whether a framework agreement was involved.
10. Criteria which were used for award of the contract or contracts.
11. Date of the conclusion of the contract(s) or of the framework agreement(s) following the decision to award or conclude it/them.
12. Number of tenders received with respect of each award, including:
13. number of tenders received from economic operators which are small and medium enterprises,
14. number of tenders received from another Member State or from a third country.
15. For each award, name, address including NUTS code, telephone, fax number, email address and internet address of the successful tenderer(s) including:
16. information whether the successful tenderer is small and medium enterprise,
17. information whether the contract was awarded to a group of economic operators (joint venture, consortium or other).
18. Value of the successful tender (tenders) or the highest tender and lowest tender taken into consideration for the contract award or awards.
19. Where appropriate, for each award, value and proportion of contract likely to be subcontracted to third parties.
20. Information whether the contract is related to a project and /or programme financed by IFI funds.
21. Name and address of the body responsible for review and, where appropriate, mediation procedures. Precise information concerning the deadline for review procedures, or if need be, the name, address, telephone number, fax number and email address of the service from which this information may be obtained.
22. Date(s) and reference(s) of previous publications in the CPPNB relevant to the contract(s) advertised in this notice.
23. Date of dispatch of the notice.
24. Any other relevant information.

**Annex 7**

* **Notices of modifications**

Content, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 7a, 7b and 7c[[11]](#footnote-12)):

1. A link to notice to be modified, if applicable, with automatic filling of known data.
2. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained[[12]](#footnote-13).
3. CPV codes.
4. The main location of works in case of works contracts or the main place of delivery or performance in supply or/and service contracts.
5. Description of the procurement before and after the modification: nature and extent of the works, nature and quantity or value of supplies, nature and extent of services.
6. Where applicable, increase in price caused by the modification.
7. Description of the circumstances, which have rendered necessary the modification.
8. Date of contract award decision.
9. Where applicable, the name, address including NUTS code, telephone, fax number, email address and internet address of the new economic operator or operators.
10. Name and address of the oversight body and the body responsible for review and, where appropriate, mediation procedures. Precise information concerning the deadline for review procedures, or if need be, the name, address, telephone number, fax number and email address of the service from which this information may be obtained.
11. Date(s) and reference(s) of previous publications in the CPPNB relevant to the contract(s) concerned by this notice.
12. Date of dispatch of the notice.
13. Any other relevant information.

**Annex 8**

* **Notices of Cancelation**

Content, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 8a[[13]](#footnote-14)):

1. A link to notice to be cancelled, if applicable, with automatic filling of known data.
2. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained[[14]](#footnote-15).
3. Type of contracting authority and main activity exercised.
4. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
5. CPV codes.
6. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
7. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services. Where the contract is divided into lots, this information shall be provided for each lot. Where appropriate, description of any options.
8. Reason for cancelation.

**Annex 9**

* **Notices of IT procurement:** The information in this template represents the model Contract notice document to be used to procure information technology (IT) goods, embedded software and/or associated services, as applicable. Generally, this document is used when the covered entity knows exactly the specifications of the goods and associated services needed, the value of the procurement is over the advertising threshold, and competition is available

Content, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 9a[[15]](#footnote-16)):

1. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained[[16]](#footnote-17).
2. Type of contracting authority and main activity exercised.
3. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.
4. CPV codes.
5. The main location of works in case of works contracts or the main place of delivery or performance in supply and service contracts; where the contract is divided into lots, this information shall be provided for each lot.
6. Brief description of the procurement: nature and extent of works, nature and quantity or value of supplies, nature and extent of services. Where the contract is divided into lots, this information shall be provided for each lot. Where appropriate, description of any options.

**Annex 10**

* **Notices of complex procurement**

Content, for indication (the exact content will be reflected in Standard Bidding Documents, Annex 10a[[17]](#footnote-18)):

**Annex 11**

* **Register of Covered Entities**

Content, for indication (the exact content will be reflected in Standard Bidding Documents):

1. Name, identification number (where provided for it in MS legislation), address, telephone, fax number, email and internet address of the contracting authority and, where different, of the service from which additional information may be obtained.
2. Type of contracting authority and main activity exercised.
3. Where appropriate, indication that the contracting authority is a centralised purchasing body; or that any other form of joint procurement is or may be involved.

All registered covered entities should be able to use CPPNB as an on-line tool for preparing public procurement notices and publishing them. CPPNB provides access to all standard forms and allows CE to work in a personalized environment, speeding up their work and the process of publishing tender notices. CPPNB should also help to check for possible errors in notices and for the compliance with the regulating public procurement procedures.

**Annex 12**

* **Community Register of Regional Eligible Suppliers**

Content, for indication (the exact content will be reflected in Standard Bidding Documents):

The scope of the Suppliers’ register is to guarantee an equal and simpler access to all tender opportunities for all registered suppliers from all Member States. The Suppliers’ register should therefore provide the information about supplier’s eligibility under the newly harmonized public procurement rules. This principle is reflected in the new legislation, and should refer in practice to eligibility criteria such as country of business registration, balance sheets, financial information, compliance with tax payments and social securities for employees, not bankruptcy, not convicted for criminal offences.

The Article 22 of the Draft Protocol on Public Procurement for the Caribbean Community provides that for the purpose of the Community Public Procurement regime, the Community shall establish and maintain a Community Register of Eligible Suppliers, which shall be published on the Community Public Procurement Notice Board and be accessible to covered entities, regional suppliers and any interested member of the general public.

Tenders’ participation requirements (non exclusion) will be harmonized among the Member States with the elaboration of a set of common rules and standards for assessments of suppliers’ eligibility. Based on this, the central suppliers’ register should operate as a central one, with each Member State being in charge and approving registration of suppliers registered on their territories on the basis of CARICOM commonly shared principles. National contact points should be responsible for submitting lists of eligible national suppliers to the Community for publication as well as for the accuracy and currency of the information contained in such national lists as it is provided by Article 22.2 of the Draft Protocol on Public Procurement for the Caribbean Community.

Such registered suppliers will be allowed to bid for any tender published on the central notice board by supplying a simple compliance declaration (Declaration on non exclusion on eligibility criteria) and providing the actual documents only if awarded. They should also be able to personalise search profiles, according to their needs and to get e-mail alerts based on their search profiles.

**Annex 13**

* **Register of CPV codes**

Content, for indication (the exact content will be reflected in Standard Bidding Documents):

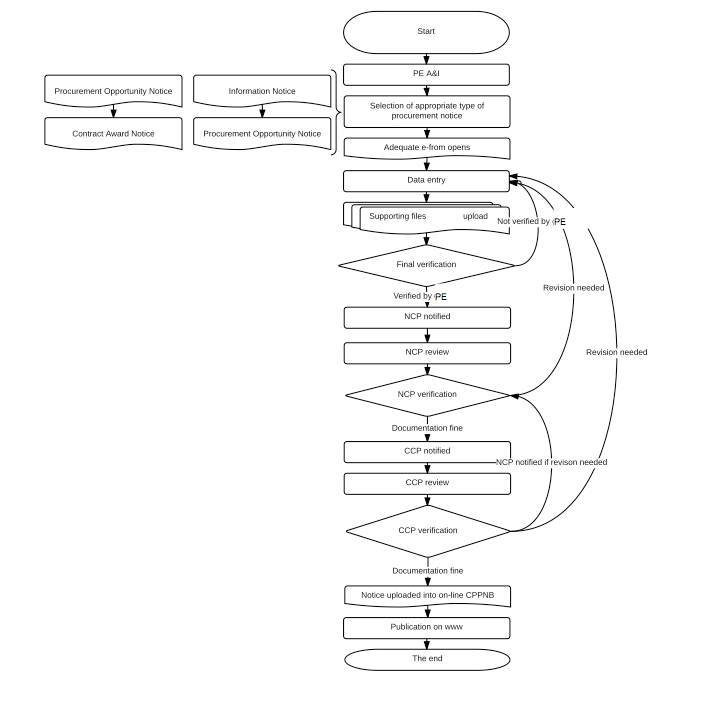
The European CPV model is a high-level procurement categorisation approach that will be adopted consistently across the region. The structure defines the subject of a contract, and provides supplementary vocabulary for adding further qualitative information. The CPV structure therefore operates at a relatively high level and is sufficiently broad in its definitions to simplify adoption. Use of the CPV structure should not limit individual Member States from considering or even implementing more granular structures in the future as procurement maturity develops. The standard is currently translated and maintained in the 22 official languages of the European Community. Its code set is specially designed for procurement purposes. Use of CPV would enable a common approach across all Member States, using a structure that is proven and recognised by international markets as well as by the majority of international funding institutions. Use of CPV will:

* enhance transparency;
* make it easier for bidders to identify business opportunities in published Public Procurement notices;
* make it possible to set up an information system around it;
* simplify the task of drafting notices because it is easier to describe the subject and leave no ambiguity;
* set a standard language between contracting authorities and contractors which gives no space for misunderstanding.

Further, the CPV structure is currently managed on an international basis with well-defined and well-operated governance arrangements around the updating and management of the structure. The CPV structure is supported by Web-based information set providing users with detail of the structure, the permissible codes and definitions of each of the codes. This (free-to-use) resource would be accessible to all users, both public and private sector, by way of an accessible website.

**Annex 14**

* **Flowchart for the publication of notices**



|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1.**  **Item Number** | **2.**  **Specifications Required** | **3.**  **Specifications Offered** | **4.**  **Notes, remarks,  ref to documentation** | **5.**  **Evaluation Committee’s notes** |
| **LOT 2: CARICOM e-Registry Equipment (Cloud-Based Model Computer Hardware and other peripheral equipment )** | | | | |
| **1** | **Tier 2 Server, 1U** 1 (One) Intel Xeon E5-2620 6-core 2.0 GHz RAM - 16Gb DDR3-1333, Internal DVD-Writer, RAID 0/1/5 SAS on-board controller,  2 (Two) 146Gb 15Krpm 2.5" SAS drives 8-drive SFF enclosure, Friction Rail Kit |  |  |  |
| **2** | **Tier 3 Servers, 1U** 1 (One) Intel Xeon E5-2620 6-core 2.0 GHz RAM - 32Gb DDR3, Internal DVD-Writer, RAID 0/1/5 SAS on-board controller 2 (Two) 146Gb 15Krpm 2.5" SAS drives 4 (Four) 450Gb 10Krpm 2.5" SAS drives 8-drive SFF Enclosure, Friction Rail Kit |  |  |  |
| **3** | WD NAS My Cloud EX4, 8TB |  |  |  |
| **4** | QNAP NAS Backup 6-drive SATA storage chassis |  |  |  |
| **5** | SATA HDD for NAS, 4TB 3.5" 7200rpm for NAS chassis |  |  |  |
| **6** | Switch 24-port (1U) SNMP-Manageable, 2 (Two) 10Gb uplinks |  |  |  |
| **7** | Ethernet Security Router (Cisco 1900 series)  2x10/100/1000 Ethernet ports, VPN encryption |  |  |  |
| **8** | Patch panel 24-port |  |  |  |
| **9** | **Workstations,** Intel® Core™ i3-4130 with Intel HD Graphics 4400 (3.4 GHz, 4 MB cache, 2 cores) 4GB DDR3 RAM**,** HDD: 500GB 7200rpm; DVD-R/W drive  Monitor: 21-22 TFT, Keyboard, Mouse Operating System: Win 7 Pro, 3 year warranty |  |  |  |
| **10** | UPS 650VA-700VA, Tower, for Workstations |  |  |  |
| **11** | **MFU - Laser Printer, Scanner, Copier** Low Volume,Sheet feeder up to 250 sheets, 10/100 Network Port, Wireless 802.11b/g/n connectivity |  |  |  |
| **12** | **LaserJet Printer, Workgroup (Heavy-Duty)**, Monthly duty cycle - 100,000 pages  High Speed USB 2.0, Gigabit Ethernet Jet-Direct Print Server, Sheet Feeder, Up to 40 ppm |  |  |  |
| **13** | Wireless router , business class |  |  |  |
| **14** | Surge Protector Extension Lead |  |  |  |
| **LOT 3 - Computer Applications and other Software Packages** | | | | |
| **1** | Microsoft Windows Server 2014 STD |  |  |  |
| **2** | Microsoft SQL Server 2014, STD, per 6 Core |  |  |  |
| **3** | Micosoft SQL Server 2014 Standard Edition( CARICOM Secretariat- 8 cores) |  |  |  |
| **4** | Micosoft SQL Server 2014 Standard Edition( Member States –4 cores each) |  |  |  |
| **5** | SPSS Software to support data analysis( most recent version) |  |  |  |
|  | | | | |
| **Lot 4- Computer Hardware for Labour Market Information System(LMIS)** | | | | |
| The equipment specified below should be sufficient for the operation of the planned LMI system. The hardware specifications were written to match the exact requirements of .Stat, considering a complex installation for 14 CARICOM member states and a regional level instance of the system. The following considerations should guide the preparation of tenders:   1. All hardware elements of the supply must be serviced by servicing companies located on the territory of CARICOM and identified clearly by the tenderer. 2. All computers must be from the same manufacturer (i.e. items 1, 2 and 5 listed in this Lot 3). 3. All hardware must operate on power supply specific for the places of delivery (Jamaica and Barbados for servers while for notebooks and network printers see the distribution list for **lot 4**) and be suitable for direct connection to the standard power outlets at each respective locations 4. All software must be in full versions, not limited in time (no trials, demos, etc.). 5. All keyboards must be delivered with US layout. 6. All server configurations must be listed on the official Microsoft Hardware Compatibility List (HCL) for Windows Server 2012 Datacenter Server. 7. All requirements should be considered as minimum. | | | | |
| **1** | **Database Server**   * Two Xeon e5, 26xx-class processors in dual processor setup, with each having at least 6 cores. 48GB RAM, 5 Hard Disk Drives (HDD) with each having a capacity of 500GB (SAS or iSCSI), 10.000rpm. * Physical RAID controller, redundant power supply, two 10/100/1000 ethernet interfaces, LTO-5 tape drive, with the following specifications: Drive Technology: at least LTO 5   1. tape drive must be built-in to the server hardware configuration (internal unit, not standalone)   2. Capacity: at least 1.5TB native   3. Interface: compliant with delivered servers   4. Media to be delivered: 1 x cleaning cartridge, 5 x LTO5 Read-Write Data Cartridges;   5. Back-up Software Licenses: Backup Software supported by the tape library manufacturer must be included with all necessary licenses and agents relevant to the offered solution * at point 3 below), remote server management card (iDRAC, ILO or equivalent, vendor-specific solution), keyboard, mouse and 15”LCD monitor. Power cords according to electrical standards in Jamaica and Barbados, respectively. |  |  |  |
| **2** | **Hypervisor host Quantity: 1 per site**   * Two Xeon e5, 26xx-class processors in dual processor setup, with each having at least 12 cores. * 96GB RAM, 5 Hard Disk Drives (HDD) with each having a capacity of 500GB (SAS or iSCSI), 10.000rpm. * Physical RAID controller, redundant power supply, four 10/100/1000 ethernet interfaces, remote server management card (iDRAC, ILO or equivalent, vendor-specific solution), keyboard, mouse and 15”LCD monitor. Power cords according to electrical standards in Jamaica and Barbados, respectively. |  |  |  |
| **3** | **Network Printer**   1. Device type: Network black and white laser printer, 2. Printing format range B5-A4, 3. Print resolution 1200x1200 dpi 4. Speed of A4 print: 35 ppm 5. Connectivity: USB 2.0, 10/100Base TX Ethernet 6. Compliant with OS of delivered notebooks– all necessary drivers must be provided |  |  |  |
| **4** | **Notebooks**   1. CPU: min. 2 core, with hyper threading technology, release date after 31 December 2013 2. Memory: 8 GB RAM 3. DVD drive 4. Storage: 500Gb Hard Disk 5. Built-in Ethernet 10/100 Mbps port 6. Built-in camera 7. Wireless optical mouse with scroll wheel 8. Display viewable image size 15.5” -15.6” 9. Card reader (supporting at least Secure Digital Card) 10. Ports:     * 4xUSB including at least 2xUSB 3.0     * HDMI output     * Audio out     * Microphone in 11. Bluetooth interface 12. Wi-Fi adapter 13. Operating System: 64 bit, allowing for launching applications designed for MS Windows 7 Professional and Windows 8, in English language version 14. Delivered with office software suite English language version:  * Must include at least text editor, calculation spreadsheet, presentation software and e-mail client, * All suite components must be able to save documents in MS Office 2010 format (respectively \*.docx, \*.xlsx, \*.ppsx, \*.accdb/\*.accdt) in a way which will allow MS Office 2010 users to open them without losses or changes in formatting, macros and effects in documents, * All suite components must be able to open files created with MS Office 2010 (respectively \*.docx, \*.xlsx, \*.ppsx, \*.accdb/\*.accdt) without losses or changes in formatting, macros and effects in documents. |  |  |  |
| **5** | Microsoft SQL Server 2012 Server + CAL licensing model should be supplied, with 2 Server licenses and 100 CALs (Client Access License) to be distributed among the servers. |  |  |  |
| **6** | Windows Server 2012 Standard Server for both servers. |  |  |  |
| **7** | Windows Server 2012( for **Hypervisor hosts)** Enterprise Server for both servers. 100 Windows CALs to be distributed among the servers |  |  |  |
| **8** | IBM SPSS Statistics Premium ( most recent version) |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Table of Voltages and Frequencies for CARICOM member states | | | |
| COUNTRY | Plug Type | Voltage | Frequency |
| [Antigua and Barbuda](https://en.wikipedia.org/wiki/Antigua_and_Barbuda) | A, B | 230 V | 60 Hz |
| [Bahamas](https://en.wikipedia.org/wiki/Bahamas) | A, B | 120 V | 60 Hz |
| [Barbados](https://en.wikipedia.org/wiki/Barbados) | A, B | 115 V | 50 Hz |
| [Belize](https://en.wikipedia.org/wiki/Belize) | A, B, G | 110 V 220 V | 60 Hz |
| Dominica | A,B | 230V | 50Hz |
| [Grenada](https://en.wikipedia.org/wiki/Grenada) | G | 230 V | 50 Hz |
| [Guyana](https://en.wikipedia.org/wiki/Guyana) | A, B, D, G | 110 V | 60 Hz |
| [Haiti](https://en.wikipedia.org/wiki/Haiti) | A, B | 110 V | 60 Hz |
| [Jamaica](https://en.wikipedia.org/wiki/Jamaica) | A, B | 110 V | 50 Hz |
| [Montserrat](https://en.wikipedia.org/wiki/Montserrat) | A, B | 120 V 230 V | 60 Hz |
| [St. Kitts and Nevis](https://en.wikipedia.org/wiki/St._Kitts_and_Nevis) | A, B, D, G | 110 V 230 V | 60 Hz |
| [St. Lucia](https://en.wikipedia.org/wiki/St._Lucia) | G | 240 V | 50 Hz |
| [St. Vincent and the Grenadines](https://en.wikipedia.org/wiki/St._Vincent_and_the_Grenadines) | C, E, G, I, K | 230 V | 50 Hz |
| [Suriname](https://en.wikipedia.org/wiki/Suriname) | C, F | 127 V | 60 Hz |
| [Trinidad & Tobago](https://en.wikipedia.org/wiki/Trinidad_%26_Tobago) | A, B | 115 V | 60 Hz |

1. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-2)
2. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-3)
3. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-4)
4. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-5)
5. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-6)
6. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-7)
7. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-8)
8. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-9)
9. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-10)
10. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-11)
11. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-12)
12. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-13)
13. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-14)
14. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-15)
15. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-16)
16. For authenticated and identified contracting authority, all known data should be automatically prefilled wherever requested in a form [↑](#footnote-ref-17)
17. Disclaimer: SBDs are not finalized and changes may still occur [↑](#footnote-ref-18)