



**VIRGIN ISLANDS
HOUSING FINANCE AUTHORITY
3202 Demarara Plaza • Suite 200
St. Thomas • U. S. Virgin Islands • 00802-6447
Telephone (340) 777-4432 • Fax (340) 775-7913**

**Request for Proposal – RFP 002-2019-DR-STT/STX
Community Development Block Grant Disaster Recovery (CDBG-DR) Program**

The Virgin Islands Housing Finance Authority (“VIHFA”) is soliciting proposals from qualified and licensed firms (“Respondents”) to provide Language Translation Services in connection with its administration of U.S. Department of Housing and Urban Development (“HUD”) Community Development Block Grant - Disaster Recovery (“CDBG-DR”) funds. Bid documents may be obtained from the CDBG-DR Procurement/ Contract Officer located at #3438 Kronprindsens Gade, GERS Complex 1st Floor, St. Thomas, VI 00802; (340) 777-4432 ext. 4226; nroberts@vihfa.gov, beginning on Thursday, February 21, 2019 from 8:00 am to 5:00 pm. Bids will be received until Thursday, March 21, 2019 at 4:00 pm at #3438 Kronprindsens Gade, GERS Complex 1st Floor, St. Thomas, VI 00802. This package defines the scope of services to be performed by the selected firm.

The process for the selection of the disaster recovery language translation services will be in accordance with the procurement requirement of VIHFA CDBG-DR Program procurement policies. All responses will be evaluated in accordance with the selection criteria and point systems identified in the Request for Proposals.

Inquiries about the project may be directed to Nicole Roberts, at (340)-777-4432 ext. 4226 or nroberts@vihfa.gov by March 6, 2019. Answers to the questions will be posted on VIHFA website (www.vihfa.gov) by March 13, 2019. VIHFA reserves the right to accept or reject any and all proposals.

Daryl Griffith,
Executive Director

Ad appears in Daily News

1st ad appears Thursday, February 21, 2019

2nd ad appears Wednesday, February 27, 2019

3rd ad appears Friday, March 1, 2019

4th ad appears Wednesday, March 6, 2019

5th ad appears Wednesday, March 13, 2019

6th ad appears Monday, March 18, 2019