



A Publication by the Department of Communication

Government Info Page


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Season Greetings

MINISTRY OF GENERAL AFFAIRS



PUBLIC TENDER

The Minister of General Affairs, Dr. Luc F. E. Mercelina, hereby invites prospective bidders to the public tender bidding to:

Procurement, installation, and integration of a **Passport Storage System** for the Government of Sint Maarten, including the supply of hardware and software, as well as the removal of the existing system for the **Civil Registry Department**.

Principal:
The Minister of General Affairs, Dr. Luc F.E. Mercelina, on behalf of the Government of Sint Maarten with coordination by the Civil Registry Department.

Financed by:
The Government of St. Maarten

Description of works:
An offer is to be presented in accordance with the Terms of Reference for the Procurement, installation, and integration of a **Passport Storage System** for the Government of Sint Maarten, including the supply of hardware and software, as well as the removal of the existing system.

Terms of Reference can be obtained at the Civil Registry Department (Back Office), Philipsburg, as of **Wednesday November 12, 2025**.

An information meeting:
Will be held at the Government Building Meeting room (St. Maarten meeting room);
Address:
Soualiga Road #1, Philipsburg, St. Maarten
Date: **Tuesday December 9th, 2025 at 14:00 p.m.**

The tender date:
Bids must be submitted in duplicate, in a sealed envelope, at the Civil Registry Department on **Monday January 12th, 2026**, no later than 12:00 PM. The envelope must be clearly marked: ' **Passport Storage System**. ' Envelopes will be opened in the presence of the bidders by the Project Steering Committee in the St Maarten meeting Room at the Government building on **Monday January 12th, 2026 at 14:00 p.m.**

When tendering, the required documents, mentioned in the Terms of Reference must be submitted in order to qualify.

Further information
Further information concerning the Tender procedure can be obtained from Mrs. Kathy Snijders at Kathy.Snijders@sintmaartengov.org. or Anna Marlin (Lisa) at Anna.Marlin@sintMaartengov.org



PUBLIC SERVICE CENTER
MINISTRY OF GENERAL AFFAIRS

Online Appointments for Government Services at specific departments.

Persons who wish to verify or cancel their confirmed appointments booked for services at:

- Civil Registry
- Economic Licenses
- Labor Affairs
- Vromi Permits Departments

Please do so by contacting us via:
onlinebooking@sintmaartengov.org or
psc@sintmaartengov.org

We also inform you that our confirmation page is currently under construction.





Submit Your Invoices by December 19th.

To finalize year-end processing efficiently, please submit all invoices dated up to November 30th no later than **December 19th**.

Are your Invoices Complete?

Before submitting, verify that your invoice includes the following details and send it electronically to **Accounting@sintmaartengov.org**:

**PO NUMBER**

Include the government-issued PO number, if applicable.



**BANKING DETAILS**

Provide complete details:

- Account holder name
- Bank account number and address
- Bank name, currency, SWIFT code, and branch



**CONTACT INFORMATION**


Accurate contact details:
Company name, Company contact person, address, phone, email, and CRIB/Chamber of Commerce number.



**MINISTRY/DEPARTMENT**

Specify the ministry, department, and contact person for the services rendered.





Tax Administration
Belastingdienst

Filing of Monthly Tax Return Forms & Payments

- Wage Tax
- Premium AOV / AWW & AVBZ
- Car Rental Tax
- Turnover Tax
- Room Tax
- Time Share Tax

NOTICE

Filing & payment for	No later than
July 2025	August 18, 2025
August 2025	September 15, 2025
September 2025	October 15, 2025
October 2025	November 17, 2025
November 2025	December 15, 2025
December 2025	January 15, 2026

For any further information or assistance, please email: taxinfo@sintmaartengov.org.