



Advisory on Bid Securities - Tender Bonds

Permanent Secretaries, Heads of Departments, Chief Executive Officers and other Heads of Procuring Entities are hereby being advised of the following guidelines relating to the acceptance of Tender Bonds as forms of Bid Securities.

Pursuant to Section A7.6.1 – Bid Security, Volume 2: Procurement of Goods, Services and Works in the Revised Handbook of Public Sector Procurement Procedures (March 2014): “Bid Security may be required for contract values above Fifteen Million Jamaica Dollars (JMD\$15M) as a condition of participation in procurement proceedings.” The Procuring Entity must utilize a range of 0.05% to 2% of the comparative estimate to determine and request a fixed sum for the Bid Security.

A Bid Security is a requirement used to assure compensation to the Government of Jamaica for the time and money lost, if the successful bidder fails to honour the bid and the contractual obligations therein. The procuring entity, in its discharge of the procurement function is fully responsible for ensuring that bidders are made aware of a requirement to provide a bid security.

The acceptable forms of bid security must be issued from a reputable financial institution and are limited to:

- an irrevocable letter of credit or
- a Bank guarantee or
- a bid bond issued by a surety which is incorporated and domiciled in Jamaica or
- a bid-securing declaration or
- a certified manager’s cheque or
- an insurance certificate.

A Bid Bond is deemed valid and acceptable if it satisfies all of the following criteria:

- It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
- It is issued by a surety incorporated and domiciled in Jamaica or if the institution issuing a bond is located outside of Jamaica, it must have a correspondent financial institution located in Jamaica to make it enforceable.
- It conforms with the bid validity period prescribed in the bidding documents;
- It is issued in the name of the bidder. In the case of a joint venture, it must be issued in the name of all the partners in the joint venture;
- It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
- It is duly executed by the bidder/contractor. That is, it meets all the necessary legal requirements to render the document as a valid, enforceable legal instrument:
 - It is signed, witnessed and dated by all the relevant parties, as set out in the Standard Bidding Documents;
 - It is stamped by the Stamp Office of Jamaica, in keeping with the Stamp Duty Act, as proof of payment for the relevant Stamp Duty. The Stamp Duty Division within the Tax Administration of Jamaica (TAJ) issues a Vermillion seal on the bond and a validation barcode, which is placed on the reverse of the consideration (first) page.

With respect to the Stamp Duty requirement, it must be noted that the Commissioner General of the Tax Administration of Jamaica (TAJ) in the exercise of his powers under Section 80A of the Stamp Duty Act, may “enter into an agreement with any person for the composition, in accordance with the provisions of this section, of the stamp duty chargeable under this Act on any item specified in this agreement”. Under this agreement, an organization on composition will process in-house the document, putting the Stamp Duty Medallion on the documents of which the Tender Bond is included, as indication of such treatment.

That is, “The STAMP DUTY PAID” Medallion shall be printed at the top right hand corner of the first page of the Applicable Documents or as close thereto as the circumstances shall permit. Therefore, in such a case the medallion becomes the evidence as opposed to the Vermillion seal placed on documents for the walk-in taxpayers.

Permanent Secretaries, Heads of Departments, Chief Executive Officers and Heads of Procuring Entities are advised to bring this circular to the attention of all affected personnel.



CONSTRUCTION OF CHLORINATION BUILDING The Villages of Colbeck Castle Housing Development, St. Catherine

Procuring Entity:	National Housing Trust
Scope:	The works include: <ul style="list-style-type: none"> the construction of a masonry building to accommodate chlorination equipment, pump controls, a underhung bridge crane the supply and installation of a 1,000 gallons (4,500 litres) steel fuel tank, and external works such as perimeter chain link fencing, asphaltic concrete pavement to the driveway and parking areas and the construction of a masonry flow meter chamber.
NCC Grade/Category:	Grade 2 rating in the category of Building Construction
Tender Security:	A tender security of \$200,000 is required
Procurement Method:	Local Competitive Bidding
Contact Information:	Manager, Procurement & Stores Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Number(s):	929-6500-9, Ext. 7281/8414
Email Address:	procurement@nht.gov.jm

Bid packages are available on the payment of a non-refundable fee of \$2,000 (payable in cash or Manager's Cheque at the NHT Cashier – 4 Park Blvd.) from **Tuesday, January 2, 2018**. Bids must be submitted to the Procurement & Stores Unit, on or before **10:00 am on Wednesday, January 31, 2018**. Public opening of bids will take place same day immediately after bid submission deadline. Please visit the website at www.nht.gov.jm for details.

Note: Failure to purchase the bid documents directly from the NHT, will make that bid ineligible for participating in the procurement process.



FURTHER EXTENSION TO DEADLINE CONSTRUCTION OF SEWAGE TREATMENT PLANT Perth Housing Development - Phase 2, Manchester

Procuring Entity:	National Housing Trust
Scope:	The contractor will be required to construct: <ul style="list-style-type: none"> a grit chamber and two anaerobic chambers four anoxic chambers, four oxidation ditches four clarifiers a chlorination chamber two digesters, and two sludge drying beds
NCC Grade/Category:	Grade 1 in Mechanical Works AND Electrical Works
Tender Security:	A tender security of \$3,500,000 is required
Procurement Method:	Local Competitive Bidding
Contact Information:	Manager, Procurement & Stores Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Number(s):	929-6500-9, Ext. 7281/7279
Email Address:	procurement@nht.gov.jm

Bid packages are available on the payment of a non-refundable fee of \$3,500 (payable in cash or Manager's Cheque at the NHT Cashier – 4 Park Blvd.) from **Monday, November 13, 2017**. Bids must be submitted to the Procurement & Stores Unit, on or before **10:00 am on Thursday, January 11, 2018**. Public opening of bids will take place same day immediately after bid submission deadline. Please visit the website at www.nht.gov.jm for details.

Note: Failure to purchase the bid documents directly from the NHT, will make that bid ineligible for participating in the procurement process.



Planning Institute of Jamaica



CONTRACT AWARD NOTICE

Project Name: **Foundations for Competitiveness and Growth**

Country: **Jamaica**

Project Number: **8408- JM**

Implementing Entity: **Planning Institute of Jamaica**

Awarded Firm: **Statistical Institute of Jamaica**

Address: **7 Cecelio Avenue, Kingston 10**

Contract signature date: **December 19, 2017**

Method of Procurement/Selection: **Single-Source Selection (SSS)**

Price: **J\$64,341,776.00**

Duration: **14 months**

Summary scope of contract:

- **To provide a comprehensive database of business enterprises and a reliable baseline information that will constitute the basis on which subsequent selective surveys can be developed.**



Jamaica Defence Force

Invitation for Bids

Garbage Disposal Services 2018-19/01/GD

- The Jamaica Defence Force (JDF) now invites sealed bids from eligible and qualified bidders for the supply of garbage disposal services at JDF locations islandwide.
- Bidders must possess a valid Tax Compliance Certificate and must be registered with the National Contracts Commission in one of the categories listed below in order to participate:
 - Janitorial, Sanitation Services
 - Transportation and Haulage – garbage collection and disposal
 - Transportation and Haulage – specializing in garbage disposal
- A complete set of bidding documents in English will be available electronically on the Jamaica Defence Force website procurement page at jdfmil.org as of **20 December 2017**.
- Bids shall be valid for a period of one hundred twenty (120) days after bid closing and shall be deposited in the tender box located at the Finance Office, Headquarters Jamaica Defence Force, Up Park Camp, Kingston 5 on or before **3:00 p.m. on 31 January 2018**. Late bids will be rejected.
- Bids will be opened in the presence of the bidders' representatives who choose to attend at the Force Conference Room, Up Park Camp, at **3:30 p.m. on 31 January 2018**.
- Interested eligible bidders may obtain further information from the Staff Officer Logistics (acquisitions.disposals@jdf.mil.jm) or at 926-8121 ext 2399.

NOTICE

PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS
For Bookings Email:
jisadvertising@gmail.com
procurement@jis.gov.jm



INVITATION TO TENDER

CANE HAUL ROAD REHABILITATION PROJECT

Long Pond – Appleton (Phase 2)

The Ministry of Industry, Commerce, Agriculture & Fisheries invites contractors to submit tenders to undertake the rehabilitation of the roadway leading from Long Pond to Appleton under phase 2 of the project which is to be undertaken next Financial Year (2018/2019) consisting of three (3) contract packages.

- Package 2, Garlands – Mocho (St. James)**
- Package 3, Cedar Spring Rd. – Retirement (St. Elizabeth)**
- Package 4, Retirement – Maggoty (St. Elizabeth)**

DESCRIPTION OF WORKS:

The contractor will be required to undertake the rehabilitation of road pavements inclusive of asphaltic double surface treatment, improvement of some horizontal curves, drainage improvement (culverts, kerb & channel), gabion and rubble stone earth retaining structures and some asphaltic concrete cross drains and surface treatment.

ELIGIBILITY

Tenderers must provide: A valid Tax Compliance Certificate / Letter (TCC / TCL). A valid National Contracts Commission (NCC) registration certificate **in the category of General Roadwork – Grade 1**.

A tender bond in the prescribed form stamped by the Commissioner of Stamp Duty or a managers/certified cheque in the amount of \$ 1,200,000.00

COLLECTION OF DOCUMENTS:

Tender documents will be available beginning **December 21, 2017, between 10:00 a.m. and 4:00 p.m.** at the Project Offices, Ministry of Industry, Commerce, Agriculture & Fisheries, Hope Garden, Kingston 6.

Tenderers will be required to pay a non-refundable fee of \$4,000.00 for each document. Payment should be made in cash or manager's cheque to the “Permanent Secretary”, Ministry of Industry, Commerce, Agriculture & Fisheries.

RETURN OF TENDERS:

Sealed Bids must be placed in the designated tender box labelled “**Cane Haul Road Rehabilitation Project, Long Pond – Appleton Contract (Phase 2), Package No. 2,3 or 4**” located at the Facilities and Property Management Department on or before **9:00 a.m. on Friday, January 19, 2018**.

Public Opening of the tenders will follow at **10:00 a.m.** in the Conference Room of the Facilities and Property Management Department.