



## NOTICE

### REGISTRATION AND TRAINING AVAILABLE FOR USE OF THE GOVERNMENT OF JAMAICA ELECTRONIC PROCUREMENT SYSTEM SUPPLIERS OF GOODS, SERVICES AND WORKS

In keeping with the Government's commitment to strengthen and promote Public Procurement, the Ministry of Finance and the Public Service (MoFPS), Procurement and Asset Policy Unit (PAPU) is on a drive to expand the use of the Government of Jamaica Electronic Procurement System (GOJEP) to its suppliers of goods, services and works. This is keeping with the commitment of the Government to have all procurement opportunities published and managed through GOJEP by 2018.

Suppliers are being urged to register their businesses in GOJEP and take advantage of the free training sessions facilitated by the Ministry of Finance and the Public Service on the use of the system. Please note that the Ministry will be undertaking a series of sessions in the Western region for the period **September 2017**.

**The first session will be conducted on Friday September 15, 2017 between 10 a.m. and 4 p.m. For confirmation and registration please contact the Ministry of Finance and the Public Service, Procurement and Asset Policy Unit.**

Registration is easy, simply download and read the user manuals, accessible from the user manuals link on the homepage: at [www.gojep.gov.jm](http://www.gojep.gov.jm).

For additional information, please contact the Public Procurement Customer Care Help Desk at: (876) 932-5220/932-5251/932-5253 or by sending an email to: [papucustomer-care@mof.gov.jm](mailto:papucustomer-care@mof.gov.jm)

**GOJEP – using technology as a tool to increase transparency, competition and efficiency enabling an easy way of doing business with the Government of Jamaica.**



## College of Agriculture, Science & Education

### INVITATION FOR BIDS (IFBs)

The College of Agriculture, Science and Education now invites eligible and qualified contractors registered with the National Contracts Commission within the Category: Computers and Related Services, or Computers and Supplies, or Information Technology Services to submit sealed bids to Supply and Install Networking Equipment.

#### ELIGIBILITY REQUIREMENTS

Submission of:

- Valid copy of Tax Compliance Certificate (TCC) or valid copy of Tax Compliance Letter (TCL)
- Valid copy of National Contracts Commission Certificate (NCC)
- Proof of certification from manufacturer(s) to sell, implement, and support the systems being proposed.

Failure to enclose these documents will result in the bid being non-responsive, and thus will be rejected.

#### OTHER REQUIREMENTS

- Company profile including (years of operation, location of offices, organization history, authorized personnel with whom the College will liaise)
- Listing of contracts performed with similar scope over the last five (5) years
- Three (3) references from organizations which you have conducted similar business
- Listing of qualification and experience of Operational and Technical staff to be assigned to this contract.

#### COLLECTION OF BIDDING DOCUMENTS

Bidding documents may be collected from the Front Desk in the Administrative Building at the College of Agriculture, Science and Education, Passley Gardens, Portland for a non-refundable fee of Three Thousand (\$3,000.00) dollars each from **Monday, September 4, 2017, between 9:00 a.m. and 4:00 p.m. Monday-Friday**. The fee shall be paid at the College's Finance Directorate.

Failure to directly purchase the Tender/Bid documents from the College will result in ineligibility/non-responsiveness of that bid from participating in the procurement process.

#### BID SUBMISSION

Bids shall be deposited in the Tender Box located at the Front Desk in the Administrative Building at the College of Agriculture, Science and Education, Passley Gardens, Portland, on or before **Friday, September 22, 2017 at 10:00 a.m.**

Envelopes bearing the College's name should be clearly labelled and addressed as follows:

#### SUPPLY AND INSTALL NETWORKING EQUIPMENT

**Chairman, Procurement & Contracts Committee**

**Bid No.: GOJ/MOE/CASE/2017/004**

College of Agriculture, Science & Education

Passley Gardens, P.O. Box 170

Port Antonio, Portland

Bids submitted after the stipulated deadline will not be accepted.

#### BID OPENING

Bids will be opened in the Boardroom of the Administrative Building at the College of Agriculture, Science and Education, CASE, Passley Gardens, Portland, on **Friday, September 22, 2017 at 10:05 a.m.**

Bidders or their representatives are invited to attend this opening.

For further information or clarification, please contact the Director – Human Resource Management at (876) 993-5487 or email to [humanr@case.edu.jm](mailto:humanr@case.edu.jm).

The College of Agriculture, Science and Education reserves the right to reject any or all bids and to terminate the bidding process at any time before the award of contract without incurring any liabilities to participating bidders.

#### REQUEST FOR EXPRESSION OF INTEREST

**Country:** JAMAICA  
**Project Name:** RENOVATION AND UPGRADING OF THE MONTEGO BAY REVENUE SERVICE CENTRE BUILDING FOR TAX ADMINISTRATION JAMAICA (TAJ)  
**Sector:** INSTITUTIONS FOR DEVELOPMENT/FISCAL & MUNICIPAL MANAGEMENT  
**Project #:** JA-L1039  
**Operation #:** 2658/OC-JA  
**IFB #:** TAJ/FAMP/2017-Q3  
**Contract/Bid#:** TAJ/FAMP/2017-Q3

The Government of Jamaica (GOJ) has secured funding from the Inter-American Development Bank (IDB) (Loan No. 2658/OC-JA) to implement the Fiscal Administration Modernization Programme (FAMP), which involves the Modernization and Strengthening of Tax Administration, Customs, Public Debt Management and the Central Treasury Management System (CTMS). The Ministry of Finance & the Public Service (MOFPS) is the executing agency for the FAMP, and a part of the proceeds of the loan is to be applied to **Consulting Services for the Renovation and Upgrading of the Montego Bay Revenue Service Centre ('MoBay RSC') Building**, 18b Howard Cooke Boulevard, Montego Bay.

Selection will be conducted in accordance with the procedures specified in the Inter-American Development Bank's Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-9), and is open to all bidders from Eligible Source Countries as defined in the Policies.

#### Description of Works

MoBay RSC is a two-storey building with a basement of approximately 32,600 ft<sup>2</sup> total gross space, constructed from reinforced concrete, with parking in the basement and on the ground level. An additional wing (Annex) was built which houses the standby generator, canteen, and caretaker's quarters. This building was constructed in the early 1990s and when renovated is to continue to house the operations of the MoBay RSC, but in an enhanced ergonomic environment.

Besides general repair/refurbishment and upgrading of utilities, a key objective of the project is the reconfiguration of existing space to comport with revised work processes and flows, staff population and customer traffic and service flows, permitting optimally efficient use of the facility.

The works to be undertaken include: stripping out, decommissioning and legal disposal of redundant fixtures, plant and equipment; any necessary structural reinforcement and remedial foundation works; rectification of roof defects; expansion of usable space within existing footprint of building; building storage area at back of building; remodelling of canteen; complete rewiring of the building, including provision of individually controlled electrical supplies to each floor; energy efficient lighting control; replacement of electrical fixtures; provision of structured cabling for voice, data, and power; provision of UPS for ICT and auxiliary services; provision of fire detection and suppression system; provision of centrally controlled electronic security system to include alarm, access control and CCTV; repair and/or replacement of bathroom fixtures; replacement of windows with energy efficient solution, ventilation option; repainting; scouring (cutting) of floors; partitioning; provision of furniture; provision of hurricane shutters; provision of an elevator.

#### Shortlisting of Firms

MOFPS now invites Expressions of Interest (EOI) from eligible and capable firms to provide the required Consulting Services, including design, costing, preparation of bidding documents, bid evaluation, contract administration, and supervision of works to completion.

Eligible firms will be shortlisted on the basis of the following criteria:

- Local bidders must possess a valid Tax Compliance Certificate (TCC)
- Composition of team
- Qualifications of principal
- Qualifications of other team members
- Relevant experience of firm and team
- Financial capacity (adequacy for the engagement)
- Suggestions for improving functionality of building.

Shortlisted firms will be sent the Request for Proposals (RFP), to enable selection of the Consultant.

#### Deadline for Submission of EOI

EOIs must be emailed to Tax Administration Jamaica (TAJ), at the address below, **no later than Wednesday September 27, 2017**.

#### Site Visit

There will be a mandatory site visit on **Monday September 11, 2017 at 10:00 a.m.**

Further information may be obtained from:

Sonia Campbell – Project Team Leader  
 Tax Administration Jamaica  
 4<sup>th</sup> Floor, PCJ Building, 36 Trafalgar Road  
 Kingston 10  
 Telephone: 809-922-5905 ext. 8215  
 Email: [tajprocurement@taj.gov.jm](mailto:tajprocurement@taj.gov.jm)

## NOTICE

PLEASE CHECK THE  
 MINISTRY'S WEBSITE FOR THE  
 FULL DOCUMENTS

For Bookings Email:

[jisadvertising@gmail.com](mailto:jisadvertising@gmail.com), [procurement@jis.gov.jm](mailto:procurement@jis.gov.jm)