



INSTITUTE OF JAMAICA

Government of Jamaica/Ministry of Culture, Gender,
Entertainment and Sport

REQUEST FOR PROPOSALS

Supply and Installation of Air Conditioning Units – Institute of Jamaica, 10-16 East Street, Kingston

The Institute of Jamaica (IOJ) invites sealed proposals to supply and install 29 Air Conditioning Inverter Split Units of assorted sizes at the following locations: African Caribbean Institute of Jamaica/ Jamaica Memory Bank (ACIJ/JMB) located at the Roy West Building, 12 Ocean Boulevard, Kingston; and the Natural History Museum Jamaica (NHMJ), the National Museum Jamaica (NMJ) and Central Administration, Great Hall buildings; located at 10-16 East Street, Kingston. Please note that some units are for replacement.

Eligibility Requirements:

- All bids are to be accompanied with a copy of a valid National Contracts Commission (NCC) certificate of registration and a valid copy of your Tax Compliance Certificate (TCC). Bidder must state in writing in their proposals their willingness to execute the work upon receipt of the Institute of Jamaica's purchase order. **Bidders must attend the scheduled site visit.** All bidders must have a minimum of Grade 4 registration with the NCC under the category Heat, Ventilation, Air-conditioning and Refrigeration.

Bidders are to provide detailed quotations for air conditioning units for all locations mentioned above.

Other Requirements:

- All air conditioning unit electrical specifications must comply with the latest Edition of the Electrical Installation Wiring of the Bureau of Standards Jamaica or other recognized and acceptable electrical standards to Jamaica.
- Proposals submitted must state bidders' ability to service and repair all air conditioning units supplied.
- A minimum warranty of one year on compressor is given on the equipment and six months on labour.
- The air conditioning equipment must be at minimum Energy Efficiency Ratio (EER) of 14.

Tender documents

Interested parties may obtain complete sets of Tender Documents at the Office of the Assets Manager, Institute of Jamaica, 10-16 East Street, Kingston, on **Monday, September 11, 2017** between **9:00 a.m. to 3:30 p.m.** at a cost of \$2,500.00 (**Non-Refundable**).

Site Visit

To assist you in preparing your proposal, a site visit is scheduled for **Wednesday, September 6, 2017 at 10:00 a.m.** Completed proposals must be submitted in a plain, sealed envelope and labelled "Air Conditioning Units, IOJ" and must be deposited in the tender box located in the Reception Area, Institute of Jamaica, 10-16 East Street, Kingston, no later than **1:00 p.m. on Thursday, September 28, 2017.** A public opening of proposals will take place at **1:15 p.m. on Thursday, September 28, 2017** in the Council Chamber, Institute of Jamaica, Kingston.

Should there be any queries, please contact: The Assets Manager – Institute of Jamaica, at **922-0620-6; fax 922-1147** or email: dgordon@instituteofjamaica.org.jm.

THE INSTITUTE OF JAMAICA IS NOT BOUND TO ACCEPT ANY PROPOSAL RECEIVED.

Executive Director
Institute of Jamaica
10-16 East Street
Kingston



National Environment & Planning Agency

Specific Procurement Notice for Ecological Assessment and Training in Biological Monitoring

Institution: Inter-American Development Bank

Country: Jamaica

Project: Integrated Management of Yallahs and Hope River Watershed Management Areas Project

Sector: Environment & Natural Disaster

Loan/Credit/Grant No.: JA-G1001

Contract/Bid No.: GRT-FM-14607-JA

Deadline: 11 September 2017

General Procurement notice advertised for this project published in Development Business Online, edition No. IDB508-04/15 of 23-04-2015.

The Government of Jamaica through the Inter-American Development Bank (IDB) has received financing from the Global Environment Facility (GEF) and it intends to apply part of the proceeds to payments under the Integrated Management of Yallahs and Hope River Watershed Management Areas Project, for the engagement of a **Consulting Firm** to provide an ecological classification which defines the terrestrial and riverine habitats within the boundaries of the Yallahs River and Hope River WMUs. This information will then be used by the firm/entity to characterize, delineate and map the major terrestrial and aquatic habitat types and define priority areas for ecological monitoring and conservation planning.

The National Environment & Planning Agency (NEPA), executing agency for the project, now invites eligible consulting firms ("Consultants") to indicate their interest in undertaking **Ecological Assessment and Training in Biological Monitoring.**

This procurement process requires bidders to have the following specific experience and/or capabilities: Excellent research and analytical skills with regard to ecological/biological data and the assessment of flora and fauna species; Excellent analytical, writing, editing, and oral communication skills in English. Team must have outstanding skills in statistical analysis and detailed knowledge of relevant statistical tools applied. Ability to work with a wide variety of technical professionals from government agencies, NGOs, and community based organizations is essential. Demonstrated management, interpersonal and networking skills. Demonstrated ability to work within a multidisciplinary and multicultural group. Proficiency in Geographical Information System applications (including remote sensing capabilities).

Team Leader to possess: A minimum of a Master's degree or equivalent in Biology, Ecology, Natural Resource Management, Forestry, Environmental Sciences or Environmental Management from a recognized tertiary educational institution(s). Minimum of 15 years professional experience in conducting environmental research and analysis. Demonstrated skills in project management and preparation and writing of technical reports. Demonstrated success in completing ecological studies (copies of which are to be submitted with technical proposals) within the past three (3) years with references. Experience in working in small island developing states and the Commonwealth Caribbean. Extensive experience in the field in conducting ecological impacts of landuse on biodiversity, vegetation and degradation assessment and spatial mapping.

Team members to possess: Bachelor's degree or equivalent in Biology, Ecology, Natural Resource Management, Forestry, Environmental Sciences, or Environmental Management from recognized tertiary educational institution(s). Minimum of 5 years professional experience in conducting ecological studies and assessments including plant and animal identification.

The shortlist may comprise entirely national consultants.

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Expressions of Interest must include copy of Curricula Vitae to show experiences and qualifications and any other literature outlining experience undertaking ecological assessment and training in biological monitoring.

The delivery period is Nine (9) calendar months after engagement of the consultancy.

A Consulting Firm will be selected in accordance with the Selection Based on the Consultants' Qualification (CQS) as 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 eligible bidders as defined in the policies.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. For the purpose of establishing the shortlist, the nationality of a firm is that of the country in which it is legally incorporated or constituted and in the case of Joint Venture, the nationality of the firm appointed to represent it.

Expressions of Interest must be delivered in a written form (in English) to the National Environment & Planning Agency (in person, or by mail, or by fax, or by email) at the address stated at the end of the document, by **Monday, 18th September 2017.**

Evaluation rubric for the expressions of interest (EOI) can be viewed at: www.nepa.gov.jm.

Further information can be obtained at the address below during office hours **08:30–16:30.**

National Environment & Planning Agency
Attn: Yallahs–Hope Project Procurement Officer
11 Caledonia Avenue, Kingston 5
St. Andrew, Jamaica
Tel: **1-876-754-7540. Fax: 1-876-754-7596.**
Email: christine.orgill@nepa.gov.jm