



**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.



INVITATION TO BID

Scope: The project will include the erection of two container type buildings and related infrastructure at sites located in Falmouth, Trelawny.

NCC Grade/Category: Grade 3, Building Construction

Procurement Method: Local Competitive Bidding

Contact Information: Senior Vice President–Engineering & Port Development

Address of Entity: 15-17 Duke Street, Kingston, Jamaica

Telephone Numbers: (876) 922-0290-8

Email address: chamilton@portjam.com; paj@portjam.com or jdelahaye@portjam.com

Cost of Tender Document: J\$5,000.00

Bid Collection Date: Wednesday, November 8, 2017

Bid Return Date: Wednesday, November 29, 2017

Tenderers must provide: Evidence of Tax Compliance, Copy of valid National Contracts Commission Registration Certificate



e-LEARNING JAMAICA COMPANY LIMITED

REQUEST FOR PROPOSAL

ELJ2017-ES001 PROVISION OF TABLETS AND SERVICES FOR e-LEARNING PROJECT IN SCHOOLS

e-Learning Jamaica Company Limited (e-LJam), an Agency of the Ministry of Science, Energy and Technology (MSET), is a limited liability company established to manage e-Learning projects in collaboration with Government Ministries, Departments and Agencies. The projects are funded by the Universal Service Fund. The first project was implemented in partnership with the Ministry of Education, Youth and Information (MOEYI) focused on enhancing Jamaica’s high schools and teachers’ colleges, by providing digital content for CXC subjects, audiovisual and computing technology, and training teachers and lecturers in Basic ICT as well as the integration of technology in instructional delivery.

e-LJam and the MOEYI are now focusing on the pre-primary and primary schools across the island to implement a Tablet in Schools project (TIS), utilising tablet devices and other supporting technology to enhance the teaching and learning process. The project is again being funded by the Universal Service Fund.

The TIS project will be commencing September 2017, and e-LJam is seeking suitably qualified partners to supply and support approximately 91,000 tablets with associated charging/syncing carts, syncing software and services in up to 1,100 education institutions over an 11-year period.

REQUIREMENTS (Summary)

- Tablets should be minimum 8-10 inches in screen size with high resolution displays with capacitive type touch technology and smart protective cases
- Tablets should be robust, available in standard and child coloured versions and accommodate custom labelling to help with identification and security warnings.
- Charging/syncing carts for storage, recharging and refreshing content of the tablets.
- Syncing software for carts and tablets, compatible with computer running windows 10.
- Staging, delivery, warranty and support services.

See the Request for Proposal available from web address below, for detailed requirements.

ELIGIBILITY

- Local Suppliers must**
- Be registered with the National Contracts Commission in the following categories;
 - Computers and Related Services
 - Computers and Supplies.
 - Possess a valid Tax Compliance Certificate
- Overseas Suppliers must**
- Show evidence of Tax Compliance in their country of operation
 - Have a local office or an authorized local service provider

Proposals must be submitted by **Wednesday October 11, 2017 at 12:00 p.m.**, to:

The Tender Officer
e-Learning Jamaica Company Limited
PCJ Building – Ground Floor
36 Trafalgar Road
Kingston 10

FURTHER INFORMATION

Please access the website www.elearnja.org as of **September 6, 2017** to obtain:

- Additional information on the project
- Request for Proposal Document (click on “Opportunities”)

Clarification questions should be emailed to tablets@e-ljam.net.



Planning Institute of Jamaica

**REQUEST FOR EXPRESSIONS OF INTEREST
(INDIVIDUAL CONSULTANT)**

**JAMAICA: FOUNDATIONS FOR COMPETITIVENESS
AND GROWTH PROJECT
Loan No.:8408-JM**

Assignment Title: In-Market Broker- Agriculture and Agro-Processing
Reference No. (as per Procurement Plan): FCG/CON/041

The Government of Jamaica has received financing from the World Bank towards the cost of the Foundations for Competitiveness and Growth Project, and intends to apply part of the proceeds for consulting services. The overall objective of the project is to promote broad-based private sector-led growth, improve the investment climate, strengthen infrastructure and logistics, and enhance entrepreneurship and competitive industries.

The consulting services should support the mandate of the Jamaica Promotions Corporation (JAMPRO) to grow exports of fresh produce and processed foods by increasing Jamaica’s share of key USA markets in the Agriculture and Agro-processing sectors, specifically, to increase export sales in targeted sectors by 5% over the period of the engagement.

Results to be achieved by the Consultant are as follows:

- Develop and maintain a comprehensive database of importers, distributors and brokers in the targeted markets in the retail and food service channels.
- Increase the export sales of fresh produce and agro-processed products by 12% over the period of the engagement.
- Secure and document market intelligence related to identified sectors and specific products; providing insight into emerging trends, product demand, supply trends, distributors, competitors and major importers.
- Expand the range of products in the market by facilitating the introduction of a minimum of 15 new products over the period of the assignment.
- Establish key partnerships in the identified target markets, including new channel partners.
- Provide “on the ground” support for JAMPRO trade missions in the USA.

The full text of this Request for Expressions of Interest, including the shortlisting criteria and the detailed Terms of Reference can be found at:
<http://pioj.gov.jm/VacanciesTenders/TenderNotices/tabid/116/Default.aspx>

The Planning Institute of Jamaica now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by email) by **November 21, 2017 at 11:59 p.m.** The procurement reference number should be clearly identified on the outer packaging or in the subject heading as appropriate.

Further information can be obtained at the address below between **9:00 a.m and 4:00 p.m.**

**Attention: Mrs. Monique Harper-Griffiths
Planning Institute of Jamaica
16 Oxford Road, Kingston 5, Jamaica
Telephone: (876) 935-5082 Facsimile number: (876) 906-5011
Electronic mail address: mhgriffiths@pioj.gov.jm with copy to dwint@pioj.gov.jm**



Planning Institute of Jamaica

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)**

**JAMAICA: Foundations for Competitiveness and Growth Project
Loan No.:8408-JM**

Assignment Title: **Marketing Study to Facilitate Economic Investments by the Jamaican Diaspora**
Reference No.: **FCG/CON/030**

The Government of Jamaica (GoJ) has received financing from the World Bank towards the cost of the Foundations for Competitiveness and Growth Project (FCGP), and intends to apply part of the proceeds for consulting services.

The purposes of this consultancy are to conduct a marketing study to determine (1) whether there is a market for Jamaican Diaspora Bonds, (2) the likely targets for potential investors in the Diaspora Bonds (who they are, where they are located and what would motivate them to invest) and (3) the best structure of the bonds to ensure success.

It is expected that the Consultant will be engaged for a period of 5 months.

The Planning Institute of Jamaica now invites eligible firms (“Consultants”) to indicate their interest in providing the Services. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by email) by **November 20, 2017 at 11:45 p.m.**

The full text of this Request for Expressions of Interest, including the shortlisting criteria, as well as the Terms of Reference, can be found at:
<http://www.pioj.gov.jm/VacanciesTenders/TenderNotices/tabid/116/Default.aspx>

<http://www.pioj.gov.jm>

**Planning Institute of Jamaica
Attn: Monique Harper Griffiths – Procurement Specialist
16 Oxford Road Kingston 5, Jamaica
Tel: (876) 935-5082 Fax: (876) 906-4465
Email: mhgriffiths@pioj.gov.jm with copy to dwint@pioj.gov.jm**