



**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.



**Rural Agricultural Development Authority
(RADA)**

Invitation for Bids (IFB)
Bid No. RADA/G00DS/007/2017

1. The Rural Agricultural Development Authority now invites sealed bids from eligible and qualified bidders for the “**Supply and Delivery of Greenhouse Materials, Irrigation Supplies and Pond Liners under the Drought Mitigation Programme 2017-2018**” as follows:

Lot 1 – Greenhouse Materials

Item #	Description	Quantity Required
1.	Antiviral High Density Polyethylene Side Wall Netting	11,825 Sq. m
2.	Translucent White Greenhouse Grade Polyethylene Plastic	25,600 Sq. m
3.	Diffused White Greenhouse Grade Polyethylene Plastic	9,600 Sq. m
4.	Antiviral High Density Polyethylene Side Wall Netting	5,500 Sq. m

Lot 2 – Irrigation Supplies and Pond Liners

Item #	Description	Quantity Required
1.	Irrigation Line	7,500 Sq. m
2.	Drip Irrigation Emitter	45,000 Units
3.	Irrigation Line Punch	25 Units
4.	High Density Polyethylene (HDPE) Pond Liner Material	7,650 Sq. m

***Bidders may bid on one or all items in Lot 2.**

2. Bidding will be conducted using the Local Competitive Bidding (LCB) procedures specified in the Government of Jamaica Handbook for Public Sector Procurement Procedures (<http://www.ocg.gov.jm/ocg/>), and is open to all contractors locally who have the following valid certificates at the time of opening:

- National Contracts Commission Certificate (NCC) in the category of Hardware and haberdashery or General Supplies (Specializing in Renewable Energy Systems, Water Treatment Supplies, pipes and pipe fittings, greenhouses and irrigation supplies).
- Tax Compliance Certificate.**

Additional requirements are outlined in the Bidding Documents.

3. Interested eligible bidders may obtain further information from the Manager, Procurement Unit, RADA at 977-1158-62 ext. 231/233 or email bakers@rada.gov.jm. The Bidding Documents may be purchased for a non-refundable fee of \$3,000.00 at the address given below as at **Monday, December 4, 2017 between 9:00 a.m. and 3:30 p.m.**

Rural Agricultural Development Authority
Accounts Unit
193 Old Hope Road
Kingston 6

Failure to directly purchase Bid Document from RADA will result in the ineligibility/non-responsiveness of the bidder from participating in the procurement process.

4. Bids must be clearly marked “**Supply and Delivery of Greenhouse Materials, Irrigation Supplies and Pond Liners under the Drought Mitigation Programme 2017-2018**” and shall be deposited in the tender box located at RADA, Room 1 on or before **10:00 a.m., Tuesday, December 19, 2017**. Late bids will be rejected. Bids will be opened in the presence of the bidders’ representatives who choose to attend at the address below on **Tuesday, December 19, 2017 at 11:00 a.m.:**

The Rural Agricultural Development Authority
Conference Room
Hope Gardens, Kingston 6

The RADA reserves the right to accept or reject any tenders or to cancel the tender process without any explanation to prospective bidders.



**Request for Proposals
for Internal Audio System for the Ward Theatre**

Ref #002WTA

The **Kingston and St. Andrew Municipal Corporation (KSAMC)** now invites sealed proposals from eligible and qualified bidders for the **Installation of Internal Audio System in the Ward Theatre.**

Proposals must be accompanied by a valid Tax Compliance Certificate and National Contracts Commission certification in the relevant category.

A site visit is scheduled for **Thursday November 30, 2017** at 10 a.m. in order to properly formulate proposals.

Proposals shall be valid for a period of Sixty (60) days after tender closing and shall be deposited in the tender box located at the Entrance, Ground Floor of the Kingston and St. Andrew Municipal Corporation, 24 Church Street, Kingston on or before **3:00 p.m. on December 18, 2017**. Late bids will be rejected.

KSAMC reserves the right to accept or reject any or all bid(s) or to re-tender without thereby incurring any liability to the Bidders

Proposals will be opened in the presence of the bidders’ representatives who choose to attend at the Evaluation Meeting in the Caucus Room, 1st Floor, Kingston and St. Andrew Municipal Corporation at **3:30 p.m. on December 18, 2017**.

Interested eligible bidders may obtain further information from the Procurement Officer procurement.officer@cwjamaica.com or at 948-4212.



**Rural Agricultural Development Authority
(RADA)**

Invitation for Bids (IFB)
Bid No. RADA/G00DS/008/2017

1. The Rural Agricultural Development Authority now invites sealed bids from eligible and qualified bidders for the “**Supply and Delivery of Fertilizers under the Drought Mitigation Programme 2017-2018**” as follows:

Lot 1 – Fertilizers

Item #	Description	Unit Size	Quantity Required
1.	NPK 11-22-22	22.7kg (Per bag)	4,000 Bags
2.	Urea	49.77Kg (Per bag)	200 Bags

***Bidders may bid on one or all items.**

2. Bidding will be conducted using the Local Competitive Bidding (LCB) procedures specified in the Government of Jamaica Handbook for Public Sector Procurement Procedures (<http://www.ocg.gov.jm/ocg/>), and is open to all contractors locally who have the following valid certificates at the time of opening:

- National Contracts Commission certificate in the category of General Supplies (**Specializing in Fertilizers or other agricultural supplies**)
 - Tax Compliance Certificate.**
- Additional requirements are outlined in the Bidding Documents.**

3. Interested eligible bidders may obtain further information from the Manager, Procurement Unit, RADA, at 977-1158-62 ext. 231/233 or email bakers@rada.gov.jm. The Bidding Documents may be purchased for a non-refundable fee of \$3,000.00 at the address given below as at **Monday, December 4, 2017 between 9:00 a.m. and 3:30 p.m.**

Rural Agricultural Development Authority
Accounts Unit
193 Old Hope Road
Kingston 6

Failure to directly purchase the Bid Document from RADA will result in the ineligibility/non-responsiveness of the bidder from participating in the procurement process.

4. Bids must be clearly marked “**Supply and Delivery of Fertilizers under the Drought Mitigation Programme 2017-2018**” and shall be deposited in the tender box located at the RADA, Room 1, on or before **10:00 a.m., Tuesday, December 19, 2017**. Late bids will be rejected. Bids will be opened in the presence of the bidders’ representatives who choose to attend at the address below on **Tuesday, December 19, 2017 at 10:40 a.m.:**

The Rural Agricultural Development Authority
Conference Room
Hope Gardens, Kingston 6

The RADA reserves the right to accept or reject any tenders or to cancel the tender process without any explanation to prospective bidders.



**Rural Agricultural Development Authority
(RADA)**

Invitation for Bids (IFB)
Bid No. RADA/G00DS/010/2017

1. The Rural Agricultural Development Authority now invites sealed bids from eligible and qualified bidders for the “**Supply and Delivery of Water Storage Tanks under the Drought Mitigation Programme 2017-2018**” as follows:

Lot 1 – Fertilizers

Item #	Description	Unit Size	Quantity Required
1.	Plastic Water Tanks	1000 Gallon	430

2. Bidding will be conducted using the Local Competitive Bidding (LCB) procedures specified in the Government of Jamaica Handbook for Public Sector Procurement Procedures (<http://www.ocg.gov.jm/ocg/>), and is open to all contractors locally who have the following valid certificates at the time of opening:

- National Contracts Commission certificate in the category of General Supplies (**Specializing in Water Tanks**).
 - Tax Compliance Certificate.**
- Additional requirements are outlined in the Bidding Documents.**

3. Interested eligible bidders may obtain further information from the Manager, Procurement Unit, RADA at 977-1158-62 ext. 231/233 or email bakers@rada.gov.jm. The Bidding Documents may be purchased for a non-refundable fee of \$3,000.00 at the address given below as at **Monday, December 4, 2017 between 9:00 a.m. and 3:30 p.m.**

Rural Agricultural Development Authority
Accounts Unit
193 Old Hope Road
Kingston 6

Failure to directly purchase the Bid Document from RADA will result in the ineligibility/non-responsiveness of the bidder from participating in the procurement process.

4. Bids must be clearly marked “**Supply and Delivery of Water Storage Tanks under the Drought Mitigation Programme 2017-2018**” and shall be deposited in the tender box located at the **RADA, Room 1**, on or before **10:00 a.m., Tuesday, December 19, 2017**. Late bids will be rejected. Bids will be opened in the presence of the bidders’ representatives who choose to attend at the address below on **Tuesday, December 19, 2017 at 10:40 a.m.:**

The Rural Agricultural Development Authority
Conference Room
Hope Gardens, Kingston 6

The RADA reserves the right to accept or reject any tenders or to cancel the tender process without any explanation to prospective bidders.