



GOJ PUBLIC PROCUREMENT PAGE

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.



THE UNIVERSITY HOSPITAL OF THE WEST INDIES TENDER NOTICE

SUPPLY, INSTALL AND COMMISSION OF A NEW DIGITAL X-RAY SYSTEM WITH CURRENT TECHNOLOGY

The University Hospital of the West Indies, located at Golding Avenue, Mona, Jamaica, request bids for the provision to Supply, Install and Commission One (1) Digital X-Ray System at the Hospital's Emergency Medicine Division.

ELIGIBILITY OF CONTRACTORS

To be considered eligible, at the time of tender opening your tender must include the following:

- Copy of a valid Tax Compliance Certificate
- Proof of current registration with the National Contracts Commission in the category of Medical Pharmaceutical Equipment and Supplies
- Completed and signed Manufacturer's Authorization Form
- Completed and signed Bid Submission Form

Non-compliance with all or any of the criteria above will result in automatic disqualification of tender.

SCOPE OF WORK

Supply, Install and Commission One (1) Digital X-Ray System

AVAILABILITY OF TENDERS

Tender documents will be available at a cost of Five Thousand Dollars (\$5,000.00) in cash or manager's cheque payable to the University Hospital of the West Indies to the cashier, Accounts Department, Administration Building. Tender documents may be obtained on presentation of the receipt to the Procurement Unit, UHWI Administration Building, from **Tuesday, January 30, 2018** between **9:00 a.m. and 4:00 p.m.** at the address cited above.

RETURN OF TENDERS

Bids in sealed envelopes must be returned no later than **2:00 p.m. Tuesday, February 20, 2018** and deposited in the marked tender box located at the Procurement Unit, Administration Building, UHWI. Bid opening will commence at **2:15 p.m. Tuesday, February 20, 2018** in the Boardroom, UHWI. Bidders' representatives are invited to attend the opening.

The University Hospital of the West Indies reserves the right to accept or reject all bids.
Visit our website at www.uhwi.gov.jm

**THE PROJECT IS BEING FUNDED BY THE UNIVERSITY
HOSPITAL OF THE WEST INDIES**

NOTICE
PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:
jisadvertising@gmail.com,
procurement@jis.gov.jm

JAMAICA SOCIAL INVESTMENT FUND ISO 14001:2004 CERTIFIED



“Investing for Community Development”

REQUEST FOR EXPRESSIONS OF INTEREST

Grant No. GA 32/JAM

The Government of Jamaica has received funding from the Caribbean Development Bank/Basic Needs Trust Fund (Seventh Cycle of the Unified Special Development Fund – SDF 7) towards the cost of the Jamaica Social Investment Fund Project and it intends to apply part of the proceeds of this grant to cover payments for a **Consortium/Consultancy Team to Provide Services under the Rural Microenterprise Enhancement Pilot Project.**

Scope: The selected Consortium/Consultancy Team will be required to provide Business Mentoring, Sales, Marketing and Fulfilment Services to Rural Micro Tourism Enterprises. The overall objective of the consultancy is to increase the revenue earnings of the selected Community Tourism Enterprises by 10% and improve business management, operations and e-commerce capability to enhance their sustainability. Specifically, the team is required to establish and implement an online reservation and fulfilment system, work with the Rural Micro, Small and Medium-size Tourism Enterprises to bring them to or maintain the level of “export market readiness” and ensure that all necessary arrangements are in place to sustain their profitability.

Selection Method: Consultant's Qualification Selection (CQS) Method

Contact Information: Procurement Manager
Jamaica Social Investment Fund

Address of Entity: Ground Floor, The Dorchester
11 Oxford Road (Entrance on Norwood Avenue)
Kingston 5

Telephone No(s): 968-4545

Email Address: contracting@jsif.org

Submission Date & Time: Tuesday, February 13, 2018 at 5:00 p.m.

Additional Information: Please visit <http://www.jsif.org> for detailed advertisement, Terms of Reference and Expressions of Interest Standard Form

Expressions of Interest (EOI) using the Expressions of Interest Standard Form should be submitted to the address above or emailed to contracting@jsif.org at or before **5:00 p.m. on Tuesday, February 13, 2018.**



HEART Trust/NTA

INVITATION FOR BIDS

Scope: Security Services
HT/NTA SS2018
To provide Private Security Services in Zones 1- 5 for a period of thirty-six (36) months

NCC Category: Safety & Security Services

Procurement Method: Local Competitive Bidding

Contact: Miss Suzanne Scarlett, PSP

Address of Entity: HEART Trust/NTA, 6B Oxford Road, Kingston 5

Telephone No(s): 960-9630 or 863-0754

Email Address: suzanne_scarlett@heart-nta.org

Collection and Submission Information:

The Tender Document will be available as of **Thursday, February 1 to Thursday, February 8, 2018** and can be collected between **9 a.m. and 4 p.m.** from **HEART College of Beauty Services (HCBS), 10 Hope Road, Kingston 10**, at a cost of \$1,000.00 cash. A mandatory Bid Conference will be held on **Friday, February 9, 2018 at 2 p.m.** in the Revenue Services Meeting Room, HEART Trust/NTA, 10 Hope Road, Kingston 10

Completed Tenders along with all required documents must be deposited no later than **Friday, March 2, 2018 at 10 a.m.** in the tender box located in the Lobby of HEART College of Beauty Services (HCBS), 10 Hope Road, Kingston 10. Bid Opening is same day at **10:15 a.m.**