



XII ANNUAL INTER-AMERICAN NETWORK ON GOVERNMENT PROCUREMENT CONFERENCE NOVEMBER 29-30, 2016

The Ministry of Finance and the Public Service in collaboration with the Organization of American States (OAS), as Technical Secretariat of the Inter-American Network on Government Procurement (INGP), invites you to participate in the **XII Annual Inter-American Network on Government Procurement (INGP) Conference, to be held at the Montego Bay Convention Centre from November 29-30, 2016, under the theme "Public Procurement: A Tool for Economic Development"**.

The INGP is a group composed of governmental institutions, represented by the national directors of the thirty-four countries of Latin America and the Caribbean who, at the national level, have the ultimate responsibility regarding the regulation, management and modernization of government procurement; as well as institutions that provide institutional and financial support such as the Organization of American States (OAS), the Inter-American Development Bank (IDB) and the International Development Research Center (IDRC).

The XII Annual Conference will provide an important opportunity for dialogue and dissemination of information on advances in public procurement in the Americas as well as a chance for INGP members to discuss the activities that were carried out during the 2015-2016 period.

The aim of the INGP is to strengthen the capacity of each country in order to increase efficiency and transparency in government procurement; generate and maintain spaces for reflection, mutual understanding, solidarity, technical cooperation, training and exchange of experiences between the institutions of the Network, in order to help strengthen government procurement practices in the region and to build links between governments, civil society organizations related to government procurement and international agencies.

Objectives

The Annual Conference will:

- i. Outline activities that are needed to strengthen public procurement in the region;
- ii. Highlight the issues affecting Medium, Small and Micro Enterprises (MSMEs) as it regards to public procurement in the region;
- iii. Provide an avenue for networking for both private and public sector interests;
- iv. Enable the exchange of experiences and lessons learned among countries of the Latin America and Caribbean region.
- v. Promote development in areas of common interests and forge working alliance between procurement Networks.
- vi. Allow for the presentation and review of current regional initiatives aimed at supporting Caribbean countries in their modernization.

Benefits

To provide procurement stakeholders the opportunity to participate in the analysis of lessons learned and best practices from leading institutions, and strengthen their capacity to define strategies and implement programmes/projects that will modernize public procurement in a sustainable manner.

Organization and Sponsorship

The XII Annual INGP Conference is being hosted and organized by the Government of Jamaica, Ministry of Finance and the Public Service with the technical support of the Organization of American States INGP Secretariat and through the kind sponsorship of the Inter-American Development Bank, Caribbean Development Bank, National Works Agency, PetroCaribe Development Fund and the Strategic Public Sector Transformation Project.

Contact Details

Ministry of Finance and the Public Service, Procurement and Asset Policy Unit
Email: melissa.beckles@mof.gov.jm and papu@mof.gov.jm
Telephone: 932-5244

For further information please visit: www.ricg.org



STUDENTS' LOAN BUREAU EXTERNAL AUDITING SERVICES REQUEST FOR EXPRESSIONS OF INTEREST

The Students' Loan Bureau (SLB) wishes to engage a firm of external auditors for the financial years 2017 through 2018. The external auditors will be required, *inter alia*, to audit the financial statements for the two financial years ending March 31, 2017 through 2018 in accordance with International Standards on Auditing and issue an opinion on the financial statements prepared in conformity with International Financial Reporting Standards.

The SLB hereby invites qualified firms interested in undertaking these services to submit a proposal expressing their interest; and in addition, each interested firm must provide information to satisfy the following requirements:

- a) Be an Accounting/Auditing firm which has been operating for a minimum of ten (10) years;
- b) Be able to furnish the SLB with its general background including description of ownership and organisational structure encompassing its national and international operations (if necessary);
- c) Have the ability to conduct audits under International Standards on Auditing and issue audit opinions on financial statements prepared in conformity with International Financial Reporting Standards;
- d) Have the ability to service the Auditing and related needs of the SLB; and
- e) Have staff with minimum five (5) years of professional experience as a Professional Auditor and auditing Financial Institutions with similar operating structure.

Two (2) hard copies of the Expressions of Interest **must** be received at the address below no later than **December 13, 2016 at 2:00 p.m. (Jamaica Time)**. The sealed envelope must be deposited in a Tender Box, and each submission should include the name and address of the firm and shall be clearly marked **"Expression of Interest – Independent Audit of SLB's Financial Statements – 2016/2017 and 2017/2018"**.

Following the assessment of submissions, a shortlist of not more than three (3) will be provided with full terms of reference and standard bidding documents, and invited to submit technical and financial proposals to undertake the assignment. The approximate date for commencement of the services is expected to be **April 1, 2017**. SLB reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not shortlisting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

**The Procurement Officer
Students' Loan Bureau
Sagikor Sigma Building
63-67 Knutsford Boulevard
Kingston 5
Jamaica
Tel: (876) 936-4491/(876) 936-4421
Email: procurement@slbja.com**



HEART Trust/NTA INVITATION TO BID

Scope: Supply and Implementation of a Customer Relationship Management (CRM) System for HEART/Trust NTA (CRMS2016-10)

A CRM system for servicing customers in a training/educational Environment encompasses the following elements: Complaint Management, Telephony Management, Integrated Customer Engagement across all interaction channels (face to face, telephone, electronic including emails, live chat and social media platforms)

Procurement Method: Local Competitive Bidding
Contact: Messrs Leighton Marks or Shaun Brown
Address of Entity: 6b Oxford Road, Kingston 5
Telephone No(s): 929-3410-8 or 977-1700-5
Email Address: lmarks@heart-nta.org or Shaun_Brown@heart-nta.org

Collection and Submission Information:

This is an online process where tenders will only be accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) will be accepted and there will be no physical tender box for drop-off of tender documents. To submit tender, please register on the e-GP System (www.gojep.gov.jm). Documents will be available online as of **November 16, 2016**. Clarification deadline date – up to **December 7, 2016**. Closing date for tender is 3 p.m., **December 9, 2016**.

MINISTRY OF LOCAL GOVERNMENT & COMMUNITY DEVELOPMENT

INVITATION TO BID

The printing of Property Tax Assessment Notices for the fiscal year 2017-2018 (with an option for two years renewal)

Scope: To provide services for the printing of approximately 780,000 Property Tax Assessment Notices/year

NCC Registration: Lithographic & Printing Supplies

Procurement Method: Local Competitive Bidding

Collection Date: As of **Thursday, December 01, 2016 (Monday-Thursday at 8:30 a.m. to 4:30 p.m. and Friday 8:30a.m. to 3:30p.m.)**

Bid documents are available at a cost of **\$2,500.00** payable to the Cashier by cash or Manager's Cheque. Bids shall be valid for a period of **120** days after bid closing date. Bids must be submitted by **3:00 p.m., Thursday December 22, 2016**.

Contact information: Procurement Manager
wharris@mlge.gov.jm

Address: Ministry of Local Government & Community Development
85 Hagley Park Road, Kingston 10



Jamaica Customs Agency

INVITATION TO BID

Invites sealed bids for Procurement and Delivery of Narrow Aisle Electric Forklift Truck for Queen's Warehouse, Norman Manley International Airport.

Scope: Procurement and Delivery of Narrow Aisle Electric Forklift Truck for Queen's Warehouse, Norman Manley International Airport

NCC Category: Industrial, Construction Equipment and Machinery

Procurement Method: Local Competitive Bidding

Collection Date: As of **Monday November 21, 2016 (Mondays- Fridays at 9:00 a.m. to 3:00 p.m.)**

Bid documents are available at a non-refundable cost of **\$3,000.00** payable in cash or Manager's Cheque to the Commissioner of Customs. Bids shall be valid for a period of **120** days after bid closing date. Bid must be submitted between **9:00 a.m. to 11:00 a.m. Monday December 12, 2016**. The tender opening will follow at **11:15 a.m. on Monday December 12, 2016 in the Library of Jamaica Customs Agency**.

Contact Information: Procurement Manager
naidine.samuels@jacustoms.gov.jm

Address: Jamaica Customs Agency
2-4 King Street
Kingston
Telephone no. 922-5140-9
Fax no. 948-6920

MINISTRY OF HEALTH REF NO. LCB/NOV. 2016/01

INVITATION TO TENDER

PROCUREMENT OF PRIVATE SECURITY SERVICES

The Government of Jamaica, Ministry of Health, 10-16 Grenada Way, Kingston 5, invites sealed bids from eligible and qualified bidders for the Procurement of Private Security Services at twelve (12) locations: Bevad Building, 10^a Chelsea Avenue, Kingston 5; Masonic Building, 45-47 Barbados Avenue, Kingston 5; RKA Building, 10-16 Grenada Way, Kingston 5; 24-26 Grenada Crescent Kingston 5; Kingston School of Nursing, 50 Half Way Tree Road, Kingston 5; National Public Health Laboratory, 21 Slipe Pen Road, Kingston; Waste Management Unit, 15-17 Drummond Street, Kingston; Manley Meadows Staff Residence, 45 Prospect Close, Kingston 2; National Chest Staff Residence, 36 ½ Barbican Road, Kingston 6; In-Service Education Unit & Flamingo Complex, 3 Trevennion Road, Kingston 5; and St. Joseph's Hospital, 22 Deanery Road, Kingston 4, for a period of Two (2) years.

Eligibility Requirements

Bidders must submit the following with their bids at the time of bid opening:

- Copy of a valid and current National Contracts Commission Certificate (NCC) in the category of Safety and Security Services
- Copy of a valid and current Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL)
- Copy of valid Registration/Certification with the Private Security Regulation Authority (PSRA)
- Copy of valid liability Insurance coverage for all employees
- Copy of signed and stamped Audited Financial Statements for the last two (2) financial years of the company.

In addition, you must submit the following documents separately to the name and address stated below before the stated Tender Closure date and time:

- Minimum four (4) Client references as per appendix F (submitted in sealed envelopes);
- Tender security – in the amount of \$2,000,000.00 in the form of: -

- **Manager's Cheque**
- **Tender bond from a bank/insurance company**

Tenders submissions that do not comply with all the above requirements on bid opening will be deemed non-responsive.

Bids must be submitted online using the Electronic Government Procurement Platform (www.gojep.gov.jm) on or before the stipulated submission date and time of **January 12, 2017 at 11:00 a.m.** Late bids will be rejected by the system. Bids will be opened at **11:15 a.m.** that same day using the online platform, as such there will not be a public tender opening exercise. In this regard, the system will forward the tender opening report to all bidders who submitted a bid proposal.

Two site visits will be carried out on **December 8, 2016 and December 9, 2016 at 10 a.m.** each day. Bidders will meet at Ministry of Health, Bevad Building, 10a Chelsea Avenue, Kingston, and at Kingston School of Nursing, 50 Half Way Tree Road, Kingston 10, respectively. **See Section 11, Bidding Data Sheet, item 8 for further information.** No other site visits will be conducted.

Interested bidders may obtain further information from the Procurement Unit as under: -

**Godfrey Wallace
Procurement Manager
Ministry of Health
10-16 Grenada Way
Kingston 5
Tel # (876) 633-7433
Email: [wallaceg@moh.gov.jm](mailto:w Wallace@moh.gov.jm)**

NOTICE

PLEASE CHECK THE MINISTRY'S WEBSITE
FOR THE FULL DOCUMENTS

For Bookings Email:

jsadvertising@gmail.com
procurement@jis.gov.jm