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:

i. an irrevocable letter of credit or
ii. a Bank guarantee or
iii. a bid bond issued by a surety which is incorporated and domiciled in Jamaica or
iv. a bid-securing declaration or
v. a certified manager's cheque or
vi. an insurance certificate.

A Bid Bond is deemed valid and acceptable if it satisfies all of the following criteria:

i. It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
ii. 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.
iii. It conforms with the bid validity period prescribed in the bidding documents;
iv. 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;
v. It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
vi. 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.

MINISTRY OF FINANCE & THE PUBLIC SERVICE

REQUEST FOR CURRICULUM VITAE
Project: (JA-1046 and JA-X1007
MoFPS –CV#0881/2016

The Ministry of Finance and the Public Service, invites qualified consultants to submit Curriculum Vitae for the position of Business Analyst: Project Management Office - Implementation of a Human Capital Management Enterprise System with Payroll Project.

Funding: This project is funded by the Inter-American Development Bank (IDB) under the Public Sector Efficiency Program (PSEP) (JA-1046 and JA-X1007)

Procuring Entity: Ministry of Finance & the Public Service

Type of Consultancy: Individual Consultant

Place of Work: Jamaica

Project Duration: Two (2) years

SCOPE OF WORK
The Business Analyst will work closely with the project management team and provide expertise to assist the Strategic Human Resource Management Division of the Ministry of Finance and the Public Service with the implementation of a Human Capital Management Enterprise System across Government.

Assignment Objective: Design and implement a holistic Change Management Plan, and develop a supporting Change Management Strategy within the wider HR Transformation Programme.

Eligibility requirement:
Must possess a valid Tax Compliance Certificate at the time of contract award.

Qualification

- ***At least three years' experience in project implementation***
- ***Bachelor's degree in Computer Science/IT field***

Documents: The detailed Terms of Reference for the Consultancy Services are available on the Ministry of Finance's website from **Wednesday September 21, 2016.**

Interested persons should submit their applications **NO LATER THAN Wednesday September 28, 2016 to the: -**

Director, Procurement
Ministry of Finance & the Public Service
30 National Heroes Circle
Kingston 4
Email: mofprocure@mof.gov.jm

Further information can be obtained at the above address during the hours 8:30 a.m. to 5:00 p.m. Monday to Friday or telephone: 932-4647.

We thank all for applying, however please note that only shortlisted Consultants will be contacted.

National Housing Trust
...the key to your home

Maintenance Services for Fire & Safety Systems/Equipment

Procuring Entity:	National Housing Trust
Scope:	Provide maintenance services for fire and safety systems/equipment at all NHT locations island-wide.
NCC Grade/Category:	Safety and Security Services OR General Services – specializing in maintenance of fire and safety system/equipment
Procurement Method:	Local Competitive Bidding
Contact Information:	Manager, Procurement & Stores Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Number(s):	929-6500-9, Ext. 7281/7283
Email Address:	procurement@nht.gov.jm

Bid packages are available on the payment of a non-refundable fee of $1,500 (payable in cash or Manager's Cheque at the NHT Cashier – 4 Park Blvd.) from **Monday, September 26, 2016**. Bids must be submitted to Procurement & Stores Unit, on or before **10:00 am on Monday, October 10, 2016;** public opening of bids same day immediately after bid submission deadline. Please visit the website at ***www.nht.gov.jm*** for the full details.

REQUEST FOR EXPRESSIONS OF INTEREST
SELECTION OF FIRMS

JAMAICA: FOUNDATIONS FOR COMPETITIVENESS AND GROWTH PROJECT
Loan No.: 8408-JM
Assignment Title: Creating the Framework for a Merger Review - Competition Law Technical Assistance and Regulatory Drafting Consultant
Reference No.: FCG/CON/013

1. BACKGROUND

The Government of Jamaica has secured a loan from the World Bank to finance a project entitled "**Foundations for Competitiveness and Growth (FCG).**" Consulting services ("the Services") are being sought to provide services to MICAF through its Agency the FTC, for amendment of the Fair Competition Act and Regulations to include the mergers and acquisition regime and for capacity building and training. Results to be achieved by the Consultant are as follows:

1. Preparing proposals for new provisions to be included in a new Part in the amended FCA and Regulations, ensuring that the law speaks directly to the operation of a merger review regime that is appropriate for Jamaica.
2. Ensuring that the proposal reflects efficiency of merger control policy and control of unwarranted concentration of economic power so that the costs for businesses are proportionate to the expected benefits and investments in Jamaica.
3. Conduct training for the FTC staff and relevant stakeholders in merger and acquisition to support the implementation of the proposed amendments to the FCA, regulations as necessary and guidelines.

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, http://www.jamaicatradeandinvest.org/about/tender-invitations and http://www.jftc.gov.jm

The Planning Institute of Jamaica now invites eligible consulting 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 e-mail) by **September 30, 2016** at **16:00 hours** Jamaica time.

Further information can be obtained at the address below during office hours.

Mrs. Monique Harper-Griffiths
Telephone: (876) 935 5082
Facsimile number: (876) 906 5011
Electronic mail address: Monique_Harper_Griffiths@pioj.gov.jm and dwint@pioj.gov.jm

NOTICE

PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:

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