



## INVITATION TO TENDER

**PROPOSAL FOR THE DEMOLITION, SALVAGE & REMOVAL OF METAL TANKS "AS IS WHERE IS" AT SPECIFIED LOCATIONS THROUGHOUT JAMAICA.  
CONTRACT No (No. KF-TP-05/DTR /01)**

Rural Water Supply on behalf of the National Water Commission Invites Proposal to solicit Fixed Lump Sum Purchase Price Proposals from any of the following firms:-

- Qualified contractors who, at the time of submission of their proposal, are in possession of a valid Jamaican Tax Compliance Certificate (TCC) and are registered with the National Contracts Commission (NCC) of Jamaica with a minimum Grade 4 in at least one of the Category of Civil Engineering, Steel Fabrication or Steel Erection or
- Scrap Metal Exporters who are registered with the Trade Board

**TO DEMOLISH, DOWN TO GROUND LEVEL (BUT NOT BELOW), OF DERELICT, ABOVE-GROUND METAL TANKS, AND REMOVE FROM SITES. THERE ARE 50 NO. LOTS ISLAND WIDE. TENDERS WILL BE ACCEPTED FOR ALL LOTS AS WELL AS FOR INDIVIDUAL LOTS.**

Prospective Tenderers may obtain documents as at **Wednesday, September 28, 2016** between the hours of **10:00 a.m. and 3:30 p.m.** each weekday at Rural Water Supply Ltd., 3<sup>rd</sup> Floor, The Towers, 25 Dominica Drive, Kingston 5 Tel: (876) 754-5485, Fax: (876) 754-5500, Email: [info@rwsjla.com](mailto:info@rwsjla.com) Documents will be available at a non-refundable cost of **J\$5,000.00** each. Payments will be accepted in cash or manager's cheque at the above stated address.

**Tenders are to be returned no later than Monday, October 12, 2016 at 2:00 p.m. to:**

**"The Tender Box"  
3rd Floor  
Rural Water Supply Ltd.  
25 Dominica Drive  
Kingston 5**

*Tenders must be returned in a plain envelope (as outlined in the Instructions to Tenderers), which is sealed and appropriately marked on the outside of the envelope:*

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All tenders submitted will then be opened on **Monday, October 12, 2016** at the 3<sup>rd</sup> Floor Conference Room, 25 Dominica Drive, Kingston 5 commencing at **2:15 p.m.** in the presence of tenderers/representatives who choose to attend.

**Rural Water Supply Limited/ National Water Commission is not obliged to accept the highest or any tender and reserves the right to annul the tender process and reject all tenders at any time prior to the award without incurring any liability.**



## INVITATION FOR BIDS

**TENDER FOR INSURANCE BROKING SERVICES - PETROJAM LIMITED**

Bids are invited from pre-qualified registered insurance companies and Brokers with the Financial Services Commission (FSC) and which are on the National Contracts Commission (NCC) register to provide insurance services to **PETROJAM LIMITED**. The period of agreement will be for three (3) years.

### Eligibility Criteria

Pre-qualified brokers & insurers will be required to submit in their bid packages:

- Copy of valid Tax Compliance Certificate (TCC). A Tax Compliance Letter (TCL) is also acceptable.
- Copy of valid National Contracts Commission (NCC) registration – Insurance Services
- Proof of registration with the Financial Services Commission (FSC) as a Facultative Broker

**Bids submitted without the above documents shall be rejected.**

Cover is currently placed and required for the following classes of insurances:

- Property Damage including Machinery Breakdown/ Business Interruption/Extra Expense
- Sabotage & Terrorism
- Comprehensive General Liability
- Marine Cargo
- Computer All Risks
- Employer's Liability
- Loss of Money
- Fidelity Guarantee
- Private Motor Comprehensive
- Private Commercial Motor Comprehensive
- Motor Contingent Liability

### Collection of Bidding Documents

Bidding Documents will be available from **Wednesday October 5, 2016**, between **9:00 a.m. and 4:00 p.m.**, at Petrojam Limited's Corporate Office located at 75 Marcus Garvey Drive, Kingston 15 at a cost of **J\$5,000** payable by cash or manager's cheque. Failure to purchase the bidding documents directly from Petrojam Limited shall result in the rejection of the bid.

### Briefing Session

A Brokers Briefing Session will be held on **Monday November 14, 2016 at 10:00 a.m.** in the Corporate Office Conference Room located at Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15.

### Clarifications

Clarifications related to this procurement activity shall be directed to [bidqueries@petrojam.com](mailto:bidqueries@petrojam.com).

### Deadline for Submission of Bids

Bids shall be valid for a period of ninety (90) calendar days after bid closing and shall be deposited in the tender box labeled **"TENDER FOR INSURANCE BROKING SERVICES - PETROJAM LIMITED"** located in the Lobby at the Procurement Unit, Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15, no later than **Thursday, January 12, 2017 at 3:00 p.m.** **Late bids will be rejected.**

*Each bid should contain a summary of the risk(s) and should be submitted in duplicate (two identical copies and two electronic copies on Compact Disc (CD)) in sealed envelopes bearing the name and seal of the bidder and clearly marked and addressed to the Procuring Entity*

### Bid Opening

Bids will be opened at the Procurement Unit, Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15 on **Thursday, January 12, 2017 at 3:10 p.m.** Bidders and/or their representatives are invited to attend the opening.

**Petrojam Limited is not obliged to accept the lowest or any bid and reserves the right to terminate the bidding process at any point prior to the award of contract without incurring any liability to any of the participants.**



**UNIVERSAL SERVICE FUND**  
An Agency of the Ministry of Science, Energy and Technology

## INVITATION TO TENDER

**CONSULTANCY SERVICE FOR THE PROVISION AND IMPLEMENTATION OF GRID CONNECT SOLAR PHOTOVOLTAIC POWERED SYSTEMS AT COMMUNITY ACCESS POINTS (CAPs)**

The Universal Service Fund (USF), an Agency of Ministry of Science, Energy and Technology has allotted funds from the 2016/17 budget for consulting services under the Projects Department to undertake the implementation of **Grid Connect Solar Photovoltaic Powered Systems** at community access points (CAPs) The consultant will be selected under Quality and Cost Based Selection (QCBS) and procedures specified in this Request for Proposals (RFP), in accordance with the Government of Jamaica Handbook of Public Sector Procurement Procedures (revised March 2014).

### ELIGIBILITY OF CONSULTANTS

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

- Post-graduate qualification in Engineering or related field
- At least 5 years' experience implementing solar photovoltaic powered systems locally
- Possession of a valid Tax Compliance Certificate (TCC)/ Tax Compliance Letter (TCL)

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

### SCOPE OF WORK

The objective is to fully and or partially migrate these CAPs sites from the JPS electrical powered grid to a grid connect solar photovoltaic powered system. The Consultant will be responsible for providing the USF with reports, statistics and failure alerts/alarms which will enable the USF to properly manage and measure the performance, efficiency, reliability and output of the systems.

### AVAILABILITY OF TENDERS

Tender documents will be available upon request from the Procurement Department on **Monday, 2016 October 3**, between the hours of **10:00 a.m. and 4:00 p.m.** at the address cited below.

### RETURN OF TENDERS

Tenders must be deposited in the Tender Box located in the Reception Area of the Universal Service Fund, 4<sup>th</sup> Floor, PCJ Building, 36 Trafalgar Road Kingston 10, by or before **3:00 p.m., Tuesday, 2016 October 18.**

Tenders will be opened on the same date, in the Universal Service Fund (USF) Conference Room at the address stated above at **3:15 p.m.** Interested consultants or their authorized representatives are invited to attend the opening.

### Contact Information: Procurement Officer

**4th Floor, PCJ Building, 36 Trafalgar Road, Kingston 10  
Telephone: (876) 926-1727, (873) 926-4USF (873)  
Fax: (876) 960-8981 Email: [aaustin@usf.gov.jm](mailto:aaustin@usf.gov.jm)**

The Universal Service Fund reserves the right to accept or reject all bids. Visit our website at [www.usf.gov.jm](http://www.usf.gov.jm)



## DEVELOPMENT BANK OF JAMAICA LIMITED INVITATION TO TENDER

**Consulting Services – Communication Consultant & Event Planner for the Financial Inclusion Project**

The Development Bank of Jamaica (DBJ) is seeking to identify a suitably qualified consultant to develop and execute a communication and awareness strategy and manage a series of workshops under the theme **"Promoting Financial Inclusion in Jamaica"**, and provide the support required to achieve the project deliverables and outputs.

### The Scope of work includes, but is not limited to the following:

- Develop and execute a Communication Strategy to bring awareness to the project's objectives
- Increase public awareness of the project's objectives, initiatives and events
- Organize and manage the project's Financial Education workshops

**Eligibility Criteria** : Tax Compliance Letter (TCL)

**Contact Information** : Project Manager, "Promoting Financial Inclusion in Jamaica"

**Address** : 11A-15 Oxford Road, Kingston 5

**E-mail** : [FinEd@dbankjm.com](mailto:FinEd@dbankjm.com)

**Telephone Nos.** : (876) 929-4000 / 619-4000

**Tender Document** : Download the Request for Proposal (RFP) from DBJ's Website at: [www.dbankjm.com](http://www.dbankjm.com)

**Bid Document Available** : Monday, 3<sup>rd</sup> October 2016

**Tender Closing Date** : **Wednesday, 19<sup>th</sup> October 2016 at 3.30 p.m.**

**Tender Opening** : Development Bank of Jamaica, **Wednesday, 19<sup>th</sup> October 2016 at 3:45 p.m.**

The DBJ reserves the right to cancel this tender at any time without incurring liability.



## INVITATION FOR BIDS Petrojam Limited

Invites sealed bids for **Tank 1 and 2 Steam Line Installation**

**Scope:** To supply the necessary manpower, equipment, tools, transportation, materials (except as noted herein as being Owner-furnished) and supervision, to execute all works pertaining to TK-1 & 2 Steam Line Installation Project at the Petrojam Limited Refinery.

**Eligibility Requirements:** (1) Copy of valid Tax Compliance Certificate (TCC); (2) Proof of registration with the National Contracts Commission's certificate in the category of **Mechanical Works, Grade 2 minimum**

A **mandatory** Site Visit will be held on **Tuesday, October 11, 2016 at 10:00 a.m.** at the Petrojam Limited, Kingston Refinery, 96 Marcus Garvey Drive, Kingston 15, Jamaica.

**Collection of Bidding Documents:** Bidding Documents will be available from the Receptionist, Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15, as of **Monday, October 3, 2016 to Monday, October 10, 2016** between the hours of **9:00 a.m. and 4:00 p.m.**, at a cost of Two Thousand Jamaican Dollars (**J\$2000**) in the form of cash or manager's cheque. Failure to purchase the bidding documents directly from Petrojam Limited shall result in the rejection of the bid.

Bids shall be valid for a period of ninety (90) calendar days after the bid closing date. Bids must be submitted by **10:00 a.m., Wednesday, October 19, 2016.**

For additional information please visit Petrojam Limited's website at <http://www.petrojam.com>

## 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.**