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**INVITATION TO BID
JANITORIAL SERVICES**

The **Montego Bay Free Zone Co. Ltd.** intends to apply a budgetary allocation to payments under a contract for the provision of **Janitorial Services at the Montego Bay Free Zone, Montego Freeport, Montego Bay.** The Montego Bay Free Zone Co. Ltd. now invites sealed bids from eligible bidders for this Service.

Eligibility:

Bidding will be conducted through the National Competitive Bidding procedures as per GOJ Procurement Guidelines as specified in the Handbook for Public Sector Procurement, and is open to NCC registered contractors in the following category **“Janitorial, Sanitation Services”**

Bids not accompanied by a valid Tax Compliance Certificate (TCC) and NCC Certificate of registration will be rejected.

Availability:

Interested eligible bidders may collect bidding documents at the Montego Bay Free Zone, 1 Mangrove Way, Montego Freeport, Montego Bay as of **Tuesday, March 8, 2016 between the hours of 9:00 a.m. and 4:00 p.m.** on weekdays.

Fee:

A complete set of bidding documents may be purchased by eligible bidders upon payment of a non-refundable fee of **\$4,000.00** in cash or manager's cheque payable to the Montego Bay Free Zone Co. Ltd.

Return of Bids:

The address for the purpose of Bid Submission is:

**MONTEGO BAY FREE ZONE CO. LTD.
1 MANGROVE WAY
MONTEGO FREEPORT
MONTEGO BAY**

Bids are to be placed in a plain sealed envelope and deposited along with the required documents in the tender box located in the Boardroom of the Montego Bay Free Zone Co. Ltd. offices no later than **10:00 a.m. on Thursday, April 07, 2016. Late bids will be rejected.**

Bids are to be clearly marked as follows:

**“JANITORIAL SERVICES”
“MONTEGO BAY FREE ZONE”**

Attention: AVP Operations & Customer Relations

Opening of Tenders:

Bids will be opened in the presence of bidders' representatives who choose to attend on **Thursday, April 07, 2016 at 10:05 a.m.** in the Boardroom of the Montego Bay Free Zone Co. Ltd.

Queries:

All queries concerning the bid document shall be formally made in writing to the above address by **Monday, March 28, 2016.**

**For further information please contact:
AVP Operations & Customer Relations
Montego Bay Free Zone Co. Ltd.
1 Mangrove Way, Montego Freeport
Montego Bay
979-8696 ext 5428**