



# GOJ PUBLIC PROCUREMENT PAGE

## REQUEST FOR NOMINEES

Establishment of National Contracts Commission (NCC) Specialist Sector Committees.

The Ministry of Finance and Planning (MoFP) is now in the process of accepting applications from suitably qualified persons within the Public and Private Sector for selection to serve on the newly constituted Specialist Sector Committees (SSC). The new SSC structure will be in the following categories:

- Insurance
- General and Consulting Services
- Works
- Goods
- Information and Communication Technology

Responses must include Curriculum Vitae and should be forwarded through respective Permanent Secretaries, Heads of Departments, Chief Executive Officers, Heads of Procuring Entities and specific Private Sector Associations/Organizations.

Further details and a copy of a Terms of Reference to guide responses will be available on the Ministry of Finance and Planning's website at: [www.mof.gov.jm](http://www.mof.gov.jm)

If you are interested in doing business with the Government, you are invited to view tender notices for procurement contracts on this page.

MINISTRY OF LABOUR AND SOCIAL SECURITY  
INTEGRATED SOCIAL PROTECTION AND LABOUR PROGRAMME – IDB LOAN  
No: 2889/OC-JA

### REQUEST FOR INDIVIDUAL CONSULTANCY SERVICE

Individuals are being invited to submit a Letter of Interest and full Curriculum Vitae, for the following position:

#### COORDINATOR – ON THE JOB TRAINING (PILOT) PROJECT STEPS-TO-WORK PROGRAMME

##### ASSIGNMENT OBJECTIVE

The On-the-Job Training Coordinator will manage the implementation of the Steps to Work On-the-Job Training (Pilot) Project to ensure its effective delivery to eligible members of PATH households over the next fifteen (15) months. The consultant will facilitate the selection and participation of a cohort of beneficiaries and the engagement of an appropriate Service Provider or Service Providers to deliver the range of services required in accordance with the provisions of the Manual of Standard Operating Procedures.

The incumbent will develop and manage strategies and procedures for the recruitment, placement, training and certification of participants, including monitoring their participation and progress, providing the necessary support and referral for long-term placement at the end of the internship period.

##### QUALIFICATIONS AND EXPERIENCE

The selected candidate should possess a Bachelor's Degree in Social Science, with an emphasis on Marketing. Qualifications and/or experience in Human Resource Development would be an asset.

A copy of the Terms of Reference may be had at the address below.

Responses should be submitted in hard copy or via e-mail no later than the close of business **Monday September 28, 2015**, to the attention of:

Procurement Manager  
Ministry of Labour and Social Security  
14 National Heroes Circle  
Kingston 4  
E-mail: [consultancy@mlss.gov.jm](mailto:consultancy@mlss.gov.jm)

MINISTRY OF LABOUR AND SOCIAL SECURITY  
JAPAN POLICY HUMAN DEVELOPMENT GRANT SOCIAL AND ECONOMIC  
INCLUSION OF PERSONS WITH DISABILITIES PROJECT

### REQUEST FOR INDIVIDUAL CONSULTANCY SERVICE

Individuals are being invited to submit a Letter of Interest and full Curriculum Vitae, for the following position:

#### CONSULTANCY TO COMPLETE LABOUR MARKET STUDY

##### ASSIGNMENT OBJECTIVE

The overall objective of the Consultancy is to provide a baseline analysis of the supply and demand of skills of persons with disabilities in the Jamaican labour market. The findings of this research will be used to inform stakeholders of the general trends in the labour market relating to the participation of persons with disabilities and highlight areas for policy responses that will foster greater inclusion of persons with disabilities in the workforce while contributing to Jamaica's economic growth and development. This report will contextualize the labour market experience of persons with disabilities in Jamaica and outline opportunities for economic inclusion of this vulnerable population.

##### QUALIFICATIONS AND EXPERIENCE

- A minimum of a Masters Degree in a related Social Science Discipline such as Statistics, Economics or Social Policy
- Specialization in economics would be an asset
- At least five (5) years' experience working on similar assignments requiring assessments, evaluation or reviews in related areas – labour market research, development of labour market policies or strategies
- PLA and other participatory research methodologies
- Proven excellent oral and written communication skills
- In particular the consultant should have expertise in data management as well as qualitative and quantitative research

A copy of the Terms of Reference may be had at the address below.

Responses should be submitted in hard copy or via e-mail no later than the close of business **Monday September 28, 2015**, to the attention of:

Procurement Manager  
Ministry of Labour and Social Security  
14 National Heroes Circle  
Kingston 4  
Telephone: 876-967-0420  
E-mail: [consultancy@mlss.gov.jm](mailto:consultancy@mlss.gov.jm)

MINISTRY OF LABOUR AND SOCIAL SECURITY  
INTEGRATED SOCIAL PROTECTION AND LABOUR PROGRAMME  
- LOAN NO. : 2889/OC-JA

### CONSULTANT FIRM TO PROVIDE LABOUR MARKET INTERMEDIATION SERVICES STEPS-TO-WORK PROGRAMME

#### INVITATION FOR EXPRESSIONS OF INTEREST

This request for Expressions of Interest follows the General Procurement Notice for this project that appeared in the UN Development Business No. IDB44-01/13 of 15 January, 2013.

The Government of Jamaica has received financing in the amount equivalent to US 30,000,000 from the Inter-American Development Bank (IDB), and it intends to apply part of the proceeds to payments for goods, works, related services and consulting services to be procured under the project "Integrated Social Protection and Labour Programme". Bidding will be governed by the Inter-American Development Bank's eligibility rules and procedures.

The main objective of this project is to support the Government of Jamaica's efforts to improve human capital and labour market outcomes of the poor by enhancing the efficiency and effectiveness of key social protection programmes. The project intends to apply part of the loan proceeds to payments under the contract for the following consultancy service.

#### "CONSULTANT FIRM TO PROVIDE LABOUR MARKET INTERMEDIATION SERVICES"

The Government is seeking to engage the services of a Provider to deliver labour intermediation interventions to 300 PATH beneficiaries in the parishes of Manchester/St. Elizabeth, Portland/St. Mary and St. James/Hanover under the Steps to Work On-the-Job Training (Pilot) Project.

Services required are as follows:

1. Arranging On-the-Job Training Internships with Employers: Involves contacting employers and marketing the programme, introducing employers and employer groups to the programme and its features, making and managing formal agreements for Internship placements.
2. Development and delivery of intensive Job Readiness programme to participants in preparation for Internship placement.
3. Coordination of three-month On-the-Job Training in specific vocational and soft-skills for all participants, and Assessment and Certification of participants lacking Skill certification. Requires the development of training curricula and the delivery of training to facilitate competency for all, and NCTVET certification where required.
4. Provision of Post-Internship Job Placement and Support Services for six months following completion of Internship.

The Integrated Social Protection now invites eligible Consulting Firms to indicate their interest in providing the services. Interested Consulting Firms may submit expressions of interest for the above services. Firms must provide information indicating the following:

- Qualifications in the field of the assignment;
- Technical and Managerial capabilities of the firm;
- Core business and years in business;
- Qualifications of key staff; Client references; and
- Administrative and Financial strength.

The Firm will be selected in accordance with the procedures set out in the Inter-American Development Bank's Guidelines: **GN-2350-9 – Policies for the Selection of Consultants Financed by the Inter-American Development Bank- March 2011**

Interested Consulting Firms may obtain further information at the address below from **0900 to 1700 hours, Mondays to Thursdays and 0900 to 1600 on Fridays**.

Expressions of Interest must be delivered to the address below by **Monday September 28, 2015**

Ministry of Labour and Social Security, Integrated Social Protection and Labour Programme;  
Attn: Procurement Officer, 14 National Heroes Circle, Kingston 4, Jamaica  
W.I. Tel: (876) 967-0420;  
E-mail: [consultancy@mlss.gov.jm](mailto:consultancy@mlss.gov.jm)

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