



GOJ PUBLIC PROCUREMENT PAGE

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PROCUREMENT



STUDENTS' LOAN BUREAU (SLB) REQUEST FOR PROPOSAL

- I. PROJECT**
To provide Debt Recovery and Skip Tracing Services for two (2) years for the Students' Loan Bureau.
- II. TENDER REQUIREMENTS**
The following documents must be submitted in tenders:
- Valid Tax Compliance Certificate (TCC)
- Proof of valid registration with the National Contracts Commission (NCC)
Tenders that are not accompanied by the above-mentioned documents will be regarded as non-compliant and will be rejected at the time of Tender Opening.
- III. TENDERING**
Tendering period: **21 days**
Tender validity period: **90 days**
- IV. TENDER DOCUMENTS**
Interested Bidders may obtain further information and collect tender documents at the address given below as of **Tuesday, February 23, 2016 to Wednesday, March 23, 2016** between the hours of **9:30 a.m. and 2:30 p.m.**
- The Procurement Officer
Students' Loan Bureau
1st and 2nd Floors,
Sagicor Sigma Building
63-67 Knutsford Boulevard, Kingston 5
Tel: 936-4491**
- Attn: Samuel Pinnock
Ref: RFQ #: SLB/LT/16/04
- Tender documents cost: **\$2,000.00 (non-refundable).**
- V. RECEIPT AND OPENING OF TENDERS**
Completed tender documents along with all required enclosures must be placed in plain envelope clearly marked: **SLB/LT/16/04- Debt Recovery and Skip Tracing Services** and returned to the abovementioned address.
- Date of Return of Tenders:** **Wednesday, March 23, 2016; 2:00 p.m. (local time)**
- Location of Tender Box:** 2nd Floor, Sagicor Sigma Building, 63-67 Knutsford Boulevard, Kingston 5
- Date of Opening:** **Wednesday, March 23, 2016; 2:15 p.m. (local time)**
- Location of Opening:** 2nd Floors, Sagicor Sigma Building, 63-67 Knutsford Boulevard, Kingston 5
- Tenders will be opened in the presence of Bidders or their representatives who choose to attend the Tender Opening.
- Note:** **Bidders are entirely responsible for ensuring that Bids are deposited in the "Tender Box" on or before the date and time designated for the return of Tenders.**



Students' Loan Bureau (SLB) Request for Proposal (RFP) SLB - Architect/Technical Consultancy Team (Pre Contract only) RFP # SLB/LCB/2016/03

- I. PROJECT**
The Students' Loan Bureau (SLB) seeks the services of an Architect led team of Technical Consultants (Civil/Structural Engineers, E & M Engineers and Quantity Surveyors) to provide full pre Contract services only for the Remodeling of 82-86 Harbour Street, Kingston (SW corner of Duke and Harbour Streets)
- II. RFP REQUIREMENTS**
The following documents must be submitted at the time of bid submission.
- Valid Tax Compliance Certificate (TCC) for each Technical Team Member.
- 2016 Practice Certificate, from the Architects Registration Board (ARB), and Professional Engineers Registration Board (PERB) and Membership Certificate JIQS/ RICS.
- Submissions that are not accompanied by the above-mentioned documents will be regarded as non-compliant and will be rejected at the time of Technical Proposal Opening.
- III. PRE PROPOSAL CONFERENCE (MANDATORY)**
February 24, 2016 at 10:30 a.m. at the Project Site, 82-86 Harbour Street.
- IV. TENDER DOCUMENTS**
Interested Bidders may obtain further information and collect tender documents at the address given below as of **Tuesday, February 16, 2016 to Friday, February 26, 2016** between the hours of **9:30 a.m. and 3:30 p.m.** daily
- Contact: The Procurement Officer
Students' Loan Bureau
Sagicor Sigma Building
63- 67 Knutsford Boulevard, Kingston 5
Tel: (876) 936-4491
Email: procurement@slbja.com**
- Tender documents cost: \$2,000.00 (non-refundable) in Cash or Manager's Cheque payable to Students' Loan Bureau.**
- V. RECEIPT AND OPENING OF TENDERS**
Completed tender documents along with all required enclosures must be placed in a plain envelope clearly marked: **SLB- Architect /Technical Consultancy Team (pre Contract only) RFP # SLB/LCB/2016/03** and returned to the above mentioned address.
- Date of Return of Tenders:** **March 2, 2016, 3:00 p.m.**
- Location of Tender Box:** SLB, 2nd Floor, 63-67 Knutsford Boulevard, Kingston 5
- Date of Opening:** **March 2, 2016; 3:15 p.m.**
- Location of Opening:** SLB, 8th Floor, 63-67 Knutsford Boulevard, Kingston 5.
- Tenders will be opened in the presence of Bidders or their representatives who choose to attend the Tender Opening.
- Note:** Bidders are entirely responsible for ensuring that Bids are deposited in the "Tender Box" on or before the date and time designated for the return of Tenders.

—NOTICE—

PLEASE CHECK THE MINISTRY'S WEBSITE FOR
THE
FULL DOCUMENTS

For Bookings Email:
jisadvertising@gmail.com
procurement@jis.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.