



# 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:**

- 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.**

### JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2004 CERTIFIED



“Investing for Community Development”

#### Invitation for Bids (IFB)

##### Grant No. GA39/JAM

1. The Government of Jamaica has received funding from the Caribbean Development Bank/Basic Needs Trust Fund Eighth (BNTF8) Programme towards the cost of the Jamaica Social Investment Fund Project and it intends to apply part of the proceeds of this grant to cover payments under the following Contract:

**Grierfield Road Rehabilitation – St. Ann (#073250)  
Bid No. 7263**

The Jamaica Social Investment Fund now invites sealed bids from eligible and qualified bidders for Grierfield Road Rehabilitation. The scope of work involves but is not limited to the **rehabilitation of 4.94 km of road surface, installation of drainage system, construction of fourteen (14) catchment basins, v-drains, u-drains, cross drains, installation of culvert pipe and cleaning of existing drains.** The delivery/construction period is **Four (4) months.**

All Bidders must be registered with the National Contracts Commission (NCC) at the time of bid opening in the category “**General Road Works in Grade 2 or higher**”. (See [www.ncc.gov.jm](http://www.ncc.gov.jm)).

Bids shall be accompanied by a Bid Security in the amount of **One Hundred Twenty Thousand Jamaican Dollars (J\$120,000.00).**

- Bidding will be conducted through the **National Competitive Bidding (NCB)** procedures specified in the **Caribbean Development Bank (CDB)** Guidelines for Procurement Under Basic Needs Trust Fund Sub-Projects (September 2013), and as defined in the Government of Jamaica Handbook of Public Sector Procurement Procedures (Revised March 2014), Volume 2 of 4 Procedures for the Procurement of Goods, General Services & Works.
- Interested eligible bidders may obtain further information from: The General Manager, Finance & Procurement Jamaica Social Investment Fund The Dorchester (Ground Floor) 11 Oxford Road (Entrance on Norwood Avenue) Kingston 5, Jamaica Phone: 876-968-4545, e-mail: [contracting@jsif.org](mailto:contracting@jsif.org) and inspect the Bidding Documents.

4. All national Bidders must be tax compliant at bid opening and a valid **Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL)** must be submitted with their bid at the time of bid opening. (See [www.ncc.gov.jm](http://www.ncc.gov.jm)).

5. Interested eligible bidders may obtain further information from, and inspect the bidding documents at the Jamaica Social Investment Fund at the address below from **8:30 a.m. to 4:45 p.m.** Bid collection period **Tuesday, August 30, 2016 to Wednesday, September 21, 2016.** A complete set of bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below and upon payment of a non-refundable fee of **Two Thousand, Five Hundred Jamaican Dollars (J\$2,500.00)** for printed copy or **Five Hundred Jamaican Dollars (J\$500.00)** for Compact Disc (CD) in cash or certified cheque made payable to the Jamaica Social Investment Fund. **All bids must be submitted in printed copy.**

#### ORIGINAL AND COPY OF THE BID MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTION TO BIDDERS

6. Bids must be delivered to the address below by **12:00 noon on Thursday, September 22, 2016.** Late bids will be rejected. Bids will be opened in the presence of bidders’ representatives who choose to attend at the address below on **Thursday, September 22, 2016 at 12:05pm**

The Distribution of Bidding Document Form can be downloaded from our website at [http://www.jamaicasif.org/sites/default/files/Distribution\\_of\\_Bidding\\_Documents\\_Form.pdf](http://www.jamaicasif.org/sites/default/files/Distribution_of_Bidding_Documents_Form.pdf)

Jamaica Social Investment Fund  
General Manager, Finance & Procurement  
The Dorchester (Ground Floor)  
11 Oxford Road (Entrance on Norwood Avenue)  
Kingston 5, Jamaica

### JAMAICA SOCIAL INVESTMENT FUND

ISO 14001:2004 CERTIFIED



“Investing for Community Development”

#### INTEGRATED COMMUNITY DEVELOPMENT PROJECT (ICDP)

##### Loan No. 8356-JM

The Government of Jamaica has received a loan from the International Bank for Reconstruction and Development towards the cost of the INTEGRATED COMMUNITY DEVELOPMENT PROJECT (ICDP), and it intends to apply part of the proceeds of this loan to cover payments under the following contract:

**SUPER 18 - ELECTRICITY REGULARIZATION – ELLERSLIE, ST. CATHERINE (#073479)**

**Bid No. 7264**

The Jamaica Social Investment Fund now invites sealed bids from eligible and qualified bidders for **Super 18 - Electricity Regularization - Ellerslie, St. Catherine.** The scope of work involves the installation of domestic House wiring in **Two Hundred (200) units** to include **Two (2) lights & Two (2) plugs per unit.** The delivery/construction period is **Two (2) months.**

All Bidders must be registered with the **National Contracts Commission (NCC)** at the time of bid opening in the category “**Electrical Works**” **Grade 3** or higher (See [www.ocg.gov.jm](http://www.ocg.gov.jm)).

2. Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the World Bank’s Guidelines: Procurement of Goods, Works and Non-Consulting Services, IBRD Loans and IDA Credits, and is opened to all bidders from Eligible Source Countries as defined in the guidelines and the Government of Jamaica Handbook of Public Sector Procurement Procedures (Revised March 2014), Volume 2 of 4 Procedures for the Procurement of Goods, General Services & Works.

3. Interested eligible bidders may obtain further information from: The General Manager, Finance & Procurement Jamaica Social Investment Fund Ground Floor The Dorchester 11 Oxford Road (Entrance on Norwood Avenue), Kingston 5 Phone: 876-968-4545, e-mail: [contracting@jsif.org](mailto:contracting@jsif.org) and inspect the Bidding Documents.

4. All Bidders must be tax compliant at bid opening and a valid **Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL)** must be submitted with the bid.

5. Interested eligible bidders may obtain further information from and inspect the bidding documents at the Jamaica Social Investment Fund at the address below from **8:30 a.m. to 4:45 p.m.** Bid collection period is **Tuesday, August 30, 2016 to Wednesday, September 14, 2016.** A complete set of bidding documents in English may be purchased by interested bidders on the submission of a written Application to the address below and upon payment of a non-refundable fee of **Two Thousand Five Hundred Jamaican Dollars (J\$2,500.00)** for printed copy or **Five Hundred Jamaican Dollars (J\$500.00)** for Compact Disc (CD) in cash or certified cheque made payable to the Jamaica Social Investment Fund. **All bids must be submitted in printed copy.**

#### ORIGINAL AND COPY OF THE BID MUST BE SUBMITTED IN ACCORDANCE WITH INSTRUCTION TO BIDDERS

6. Bids must be delivered to the address below by **12:00 noon on Thursday, September 15, 2016.** Late bids will be rejected. Bids will be opened in the presence of bidders’ representatives who choose to attend at the address below on **Thursday, September 15, 2016 at 12:05 p.m.**

The Distribution of Bidding Document Form can be downloaded from our website at [http://www.jamaicasif.org/sites/default/files/Distribution\\_of\\_Bidding\\_Documents\\_Form.pdf](http://www.jamaicasif.org/sites/default/files/Distribution_of_Bidding_Documents_Form.pdf)

The General Manager, Finance & Procurement  
Jamaica Social Investment Fund  
Ground Floor, The Dorchester  
11 Oxford Road (Entrance on Norwood Avenue)  
Kingston 5

## NOTICE

PLEASE CHECK THE MINISTRY’S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:  
[jisadvertising@gmail.com](mailto:jisadvertising@gmail.com)  
[procurement@jis.gov.jm](mailto:procurement@jis.gov.jm)



#### PROCUREMENT NOTICE

The Port Authority of Jamaica invites qualified bidders to submit electronic bids for the following motor vehicles:

- Supply & Commissioning of One (1) Three-Ton Double Cab, 7-Seater Motor Truck with Stake Body**
- One (1) Double Cab, (4X2- 2WD) 5-Seater Pick-up Truck**

The details of the procurement may be viewed at the electronic Government Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)) as of **Monday, August 29, 2016.**

Procurement Method: National Competitive Bidding (NCB)

NCC Category: Motor Vehicles and Spares

The closing date for the Bid submission is **Wednesday, September 14, 2016**

Contact: [fgarth@portjam.com](mailto:fgarth@portjam.com); Tel: 922-0290-8- Ext 2228.

Late submissions will not be accepted.

This is an online Tender where tenders will only be accepted via the electronic Government Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No offline (hard copies) will be accepted and there will be no physical tender box for drop-off of Tender documents. To obtain the Tender documents and to participate in the Tender opportunity, you must first be registered in the portal.

To register as a Supplier on the e-GP System, Select the link, **Register as a Supplier** from the Home page. System User Manual can also be accessed by selecting the **User Manual** option.

For assistance in registration or to receive training, please contact the support desk at: (876) 932-5220 or select the **Contact us** link from the Home page to send an e-mail.



PROCURING ENTITY: PORT AUTHORITY OF JAMAICA

SCOPE: The Supply and Installation of One (1) 500 KVA Stand-by Generator at the Montego Bay Cruise Ship Terminal

NCC Grade &/or Category: Grade 1 or 2 in Electrical Works

Contact Information: Vice President – Engineering

Address of Entity: 15 -17 Duke Street, Kingston, Jamaica

Telephone No(s): 922-0290-9

Email Address: [glawrence@portjam.com](mailto:glawrence@portjam.com); [rjames@portjam.com](mailto:rjames@portjam.com)

Cost of Tender Document: \$3,500.00 (JA)

Bid Return Date: No later than **Thursday September 15, 2016**

For Additional Information: [www.portjam.com](http://www.portjam.com).