



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.

Ministry of Finance and the Public Service STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

REQUEST FOR CURRICULA VITAE

ORGANIZATIONAL REVIEW CONSULTANT

PROJECT NAME: STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT
IBRD LOAN NO.: 8406JM
COMPONENT: STRENGTHENING THE PUBLIC INVESTMENT MANAGEMENT SYSTEM

The Government of Jamaica (GOJ) has received loan financing from the International Bank for Reconstruction and Development (IBRD) towards the cost of the Strategic Public Sector Transformation Project (SPSTP) and intends to apply part of the proceeds for the selection of an *Organizational Review Consultant*. The Project Development Objective (PDO) is to strengthen public resource management and support selected public sector institutions in facilitating a more enabling environment for private sector growth.

The purpose of this assignment is to conduct a review to determine the most effective and efficient institutional and management arrangement for the functions of the Public Investment Management Secretariat (PIMSEC) within the Government of Jamaica's Financial Management System.

Education and Experience

- At least a Master's degree in a field related to one of these speciality: Public Sector Governance and Management; Business Administration; Human Resource Management; Strategic Management or Organizational Development;
- At least 4 years' experience in institutional analysis and diagnosis;
- Should have completed the review and organizational design of at least two public sector organizations;
- At least 4 years' experience in leading processes for conducting strategic organizational reviews to a successful conclusion

Applications must be delivered in a written form to the address below (in person, by mail, by fax or by email) by **June 15, 2018**. The detailed Terms of Reference are available on the website of the Ministry of Finance and the Public Service at www.mof.gov.jm.

THE PROCUREMENT AND ADMINISTRATIVE MANAGER STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

Ministry of Finance and the Public Service

30 National Heroes Circle
Kingston 4, Jamaica, WI

Tel: 1(876) 932-5474

Fax: 1(876) 932-5977

Email: spstp@mof.gov.jm or terryann.frith@mof.gov.jm

THE MINISTRY OF JUSTICE

TENDER NOTICE

Office Furniture & Equipment For Public Building West – Court of Appeal

The Ministry of Justice invites Suppliers to submit tenders for the above-stated Project.

ELIGIBILITY OF SUPPLIERS

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

- Proof of registration with the National Contracts Commission (NCC), in the category: **Furniture Supplies**
- Copy of a valid Tax Compliance Certificate (TCC)

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

SCOPE OF WORK

Deliver, Supply and Install Office Furniture and Equipment

AVAILABILITY OF TENDERS

Tender documents will be available on the Ministry of Justice website: www.moj.gov.jm as at **May 25, 2018**.

Contact Information

Triston Aiken: Director, Procurement Unit
61 Constant Spring Road, Kingston 10

Telephone: (876) 906-4923-31

RETURN OF TENDERS

Tenders must be deposited in the Tender Box located in the **Procurement Unit (Block A, Ground Floor) of the Ministry of Justice, 61 Constant Spring Road, Kingston 10**, on or before **10:00 a.m. Friday, June 15, 2018**.

Tenders will be opened on the same date, in the Procurement Unit (Block A, Ground Floor) of the Ministry of Justice at the address stated above, at **10:10 a.m.** Interested Suppliers or their Authorized Representatives are invited to attend the opening.

The Ministry of Justice reserves the right to accept or reject all bids.

Visit our website at www.moj.gov.jm

THE PROJECT IS BEING FUNDED BY THE MINISTRY OF JUSTICE.



National Irrigation Commission Limited

INVITATION TO BID

BID NO. – NIC/G005/2018

PROCUREMENT AND INSTALLATION OF REPLACEMENT PUMP FOR UPPER RHYMESBURY

- The National Irrigation Commission Limited (NIC) invites bids from eligible Bidders for the Procurement and Installation of Replacement Pump for Upper Rhymesbury in the parish of Clarendon. The NIC, as part of its strategic objective for the financial year 2018-2019, has set itself a target to reduce pump downtime as well as future failure risk in order to increase service quality by identifying inefficient and malfunctioning pump and replace same. The Replacement Pump and Motor, are to be installed at Upper Rhymesbury located in St. Catherine. Delivery period is expected within 3-4 months of signing the contract.
- To be eligible, local entities/representatives for the manufacturer of the electrical motors are required to be currently registered with the National Contracts Commission in the Category Industrial, Construction Equipment and Machinery OR General Services specializing in irrigation equipment, machinery, pipes and fittings. Bidders must possess a valid Tax Compliance Letter/Certificate (TCC) accompanied by a Bid Security of **Twenty Five Thousand Jamaican Dollars (J\$25,000.00)**
- Interested eligible Bidders may obtain further information, and may inspect the Bidding Document by contacting:
The Procurement Manager – Wesley Blake
National Irrigation Commission Limited
191 Old Hope Road, Kingston 6
Tel: 977-6446/4022 Cell: 482-3212
Email: wesleyb@nicjamaica.com
- Bid Collection Period: May 22, 2018 to June 8, 2018** from **9.00 a.m. – 3.00 p.m.** The Bidding Document may be purchased upon payment of a non-refundable fee of **Three Thousand Jamaican Dollars (J\$3,000.00)** in cash or certified cheque made payable to the NIC.
- Bids shall be valid for a period of 90 days after bid closing and must be delivered to the address below on or before **12:00 noon Friday June 15, 2018**, and deposited in the Tender Box located in the Administrative Building at the address above. **Late bids will be rejected.**
- Bids will be opened in the presence of the Bidders' representatives who choose to attend in person at the address below at **12:15 p.m. Friday June 15, 2018**. Tenders shall be appropriately marked on the outside of the sealed envelope:

PROCUREMENT AND INSTALLATION OF REPLACEMENT PUMP FOR UPPER RHYMESBURY

Bids submitted by Bidders who do not purchase the Bid Document from the National Irrigation Commission will be rejected.



**PETROLEUM
CORPORATION
OF JAMAICA**

INVITATION TO PROCUREMENT WORKSHOP

- Do you have an interest in Energy Efficiency Management?
- Are you a contractor/subcontractor/consultant/service provider within the energy sector?
- Do you want to learn about the business opportunities in the Energy Sector in Jamaica?

YOU ARE INVITED to participate in a Procurement Workshop.

When: Wednesday, May 30, 2018

**Where: Petroleum Corporation of Jamaica Auditorium,
36 Trafalgar Road**

Time: 2:00 p.m.-5:00 p.m.

The Petroleum Corporation of Jamaica (PCJ), acting on behalf of the Government of Jamaica, has received joint financing in the amount of US\$40,000,000.00 from the Inter-American Development Bank (IDB), Japan International Cooperation Agency (JICA) and European Union-Caribbean Investment Fund (EU-CIF) 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 Energy Management and Efficiency Programme. Bidding will be governed by the *Inter-American Development Bank's* eligibility rules and procedures, and the European Union list of eligible countries published in the European Commission website as an annex to its “Practical Guide to Contract Procedures for EU External Actions”.

The general description of the procurement planned for the proposed programme.

Works Procurement:

- Deep Retrofitting of twenty-three (23) Government Facilities (hospitals, schools, and public agency buildings)
- Installation of an Urban Traffic Management System in Kingston Metropolitan Area

Procurement of Consulting Services (Firms + Individuals):

- Consultancy service for the supervision of RE & EE Deep Retrofitting of Government facilities
- Consultancy service for Lighting Audit and Review
- Technical Study to Support the Jamaica's Integrated Resource Plan
- Diagnostic Study for IT Platform within the Ministry of Science, Energy & technology of Jamaica.

Procurement of Goods:

- Lighting Retrofits—50 Government facilities (schools, public agency buildings)
- Supply of a Lift Truck
- Supply and installation of IT Software in the Ministry of Science, Energy & Technology of Jamaica

Interested and wish to participate, contact us:

RSVP: (876) 929-5380-9 ext. 321