



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.



**PETROLEUM
CORPORATION
OF JAMAICA**

INVITATION FOR BIDS (IFB)

Installation of an Urban Traffic Management System

GENERAL INFORMATION

Institution: Inter-American Development Bank (IDB), Japan International Cooperation Agency (JICA), and European Union Caribbean Investment Facility (EU-CIF) Jamaica
Country: Jamaica
Project: Energy Management and Efficiency Programme (EMEP)
Sector: Energy
Loan/Grant No.: 3877/OC-JA & GRT/ER-16412-JA
Contract/Bid No.: EMEP – 2.1.1
Deadline: **June 25, 2018**

This Invitation for Bids follows the General Procurement Notice for this project that was published in Development Business Online website, Reference No. IDB1659-12/17 of December 22, 2017.

The Petroleum Corporation of Jamaica (PCJ), acting on behalf of the Government of Jamaica, has received financing from the Inter-American Development Bank (IDB), Japan International Cooperation Agency (JICA) and European Union-Caribbean Investment Facility (EU-CIF) towards the cost of the Energy Management and Efficiency Programme (EMEP), and intends to apply part of the proceeds to payments under the contracting of works and services. Bidding will be governed by the Bank’s and the European Union eligibility rules and procedures.

The PCJ now invites sealed bids from eligible and qualified bidders for the supply and installation of an Urban Traffic Management System in the Kingston Metropolitan Region.

Bidding will be conducted through the International Competitive Bidding (ICB) procedures as specified in the Inter-American Development Bank’s: *Policies for the Procurement of Goods and Works financed by the Inter-American Development Bank*, GN-2349-9, the EU Rules on participation in procurement procedures and grants (PRAG) annex A2a, and the Government of Jamaica (GOJ) Public Sector Procurement Procedures, and is open to all eligible and qualified bidders as defined in the Inter-American Development Bank policies and the European Union eligibility rules and procedures.

Bidders eligible to participate are those who are nationals of member countries of the IDB and EU eligible countries.

Interested eligible bidders may obtain further information/clarification from the PCJ; Procurement Specialist at peu-emep@pcj.com. Eligible bidders may download the Bidding Document in English from the PCJ website <http://www.pcj.com/working-with-pcj/> as of **Monday, May 14, 2018**.

A Pre-Bid meeting is scheduled to take place on **Wednesday, June 6, 2018 at 10:00 a.m.** at the Petroleum Corporation of Jamaica, 36 Trafalgar Road, Boardroom, 5th Floor. A site visit will be conducted by the Contracting Agency immediately after the Pre-Bid meeting.

Bidders must complete the Bid Confirmation Form located in the Bidding Document and return via email to: peu-emep@pcj.com no later than **Friday, May 25, 2018**.

All bids shall be accompanied by a Bid Security of US\$30,000.00 or J\$3,900,000.00.

Bids must be delivered to the address below at or before **2:00 p.m. Monday, June 25, 2018**. Electronic bidding shall not be permitted. Late bids will be rejected and returned to the bidder unopened. Bids will be opened physically in the presence of bidder’s representatives who choose to attend in person at the below address at **2:15 p.m. on Monday, June 25, 2018**.

**“The Tender Box”
Energy Management and Efficiency Programme
Petroleum Corporation of Jamaica
36 Trafalgar Road
5th Floor, Reception Area
Kingston 10
Jamaica, W.I.**

The Petroleum Corporation of Jamaica is not obliged to accept the lowest or any bid and reserves the right to terminate the bid process at any point to the award of Contract without incurring liability to any of the participants.



“...Shaping Your Future With Wireless...”

Invitation to Bid

Renovations to Annex, ITB# SMA-RTA-006/2018

Scope:

The Spectrum Management Authority (SMA) invites eligible and qualified works contractors to submit Bids for the captioned works. The general scope of works will include: demolition and alterations; ceiling finishes; floor finishes; wall finishes; joinery; sanitary wares and plumbing; installation of doors and glazing; electrical installation and the supply and installation of air conditioning units.

Eligibility:

At time of submission Bidders must provide:

- A valid copy of Tax Compliance Letter (TCL)
- A valid copy of National Contracts Commission (NCC) certificate in any of the category and grade: **Building Construction minimum Grade 2 or in the category of Interior Construction Works minimum Grade 2.**

Documents:

Bids will be accepted via the Government of Jamaica Electronic Procurement (GOJEP) portal (www.gojep.gov.jm). A complete set of bidding documents will be available for download as of **2018 May 9** on GOJEP. To obtain the Tender documents via GOJEP, prospective bidders must first register as a contractor. For assistance please contact the support desk at (876) 932-5220 or select the contact us link from the home page at www.gojep.gov.jm to send an email.

Deadline for Submission:

Tenders must be submitted online via GOJEP no later than **2018 May 31 at 3:30 p.m.**

Bid Opening:

Online Bid opening will be conducted via GOJEP on **2018 May 31 at 3:15 p.m.**

An Online bid opening report will be forwarded to all contractors who submitted a Bid.

Disclaimer:

The SMA is not obligated to accept the lowest or any bid and reserves the right to terminate the bid process at any point prior to the award of contract without incurring any liability to any Bidder.

For further information, please contact:

**Manager Administration
Spectrum Management Authority
(876) 922-8884**



**Development Bank
of Jamaica Limited**

EXPRESSIONS OF INTEREST

FOR ENVIRONMENTAL CONSULTANCIES AND OCCUPATIONAL HEALTH AND SAFETY PRACTITIONERS FOR THE DBJ VOUCHER PROGRAMME

The Development Bank of Jamaica (DBJ) is seeking Expressions of Interest (EOI) from companies to provide advisory services to assist Micro, Small and Medium-sized Enterprises (MSMEs) under our **Voucher for Technical Assistance (VTA)** Programme.

The aim of the programme is to assist MSMEs to access various business development services and support from our approved Business Development Organizations (BDO).

For further details on our VTA programme, kindly visit our website at www.dbjvoucher.com.

The main responsibilities of the Consultancy will be to:

- Assist companies in achieving environmental compliance for NRCA/NEPA by obtaining environmental permits and/or licences and/or planning permission.
- Assist companies in achieving compliance to occupational health and safety requirement for the Factories Act by obtaining the relevant registration.
- Assist companies in improving environmental performance through environmental audits and other activities relevant to the operation.
- Conduct energy audits.
- Design wastewater treatment plants.
- Design water-harvesting systems.
- Design renewable/alternative energy systems for wind, solar or other sources.
- Provide quality business development services to the MSMEs in accordance with the standards expected by DBJ’s Approved Financial Institutions (AFIs); and
- Provide reports of the impact of the services rendered to MSMEs.

Application documents are available for download on <http://dbankjm.com/tenders-and-job-opportunity>. Further information on completing the application is contained in the *Guidelines for BDO Application* which is also available for download from the website.

Interested Consultants should submit completed application forms no later than **Friday, June 15, 2018 at 3:00 p.m.** **Late applications will not be accepted.**

Applications must be dropped in the relevant box at the DBJ and addressed as follows:

**VOUCHER FOR TECHNICAL ASSISTANCE PROGRAMME
ATTN: MANAGER – CAPACITY DEVELOPMENT
STRATEGIC SERVICES DIVISION
DEVELOPMENT BANK OF JAMAICA
11A -15 OXFORD ROAD, KINGSTON 5**

For further queries please email ssdprocurement@dbankjm.com.

NOTICE
PLEASE CHECK THE MINISTRY’S
WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:
jisadvertising@gmail.com,
procurement@jis.gov.jm