



GOJ PUBLIC PROCUREMENT PAGE

Circular No. 9 (March 13, 2014)

Re: Amendments to GOJ Handbook of Public Sector Procurement Procedures Approval for Direct Contracting

Section 1:

Procuring Entities are no longer required to obtain the prior approval of the National Contracts Commission (NCC) to use the Direct Contracting nor the Limited Tender Methodologies above the specified thresholds. Heads of Procuring Entities now have the authority to grant such approvals, however, the recommendation for contracts award must be submitted to the relevant authorities for final approval, in accordance with the thresholds established in the Handbook.

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.

OFFICE OF THE CABINET REQUEST FOR QUOTATION

The Office of the Cabinet, Public Sector Transformation and Modernisation Division (PSTMD) invites eligible suppliers to submit bids for the:

RFQ#2018/E005: SUPPLY OF COMPUTER HARDWARE AND FURNITURE FOR THE NATIONAL PUBLIC PROCUREMENT CENTRE AT MANAGEMENT INSTITUTE FOR NATIONAL DEVELOPMENT (MIND)

The details of the engagement are included in the Request for Quotation document which will be available for download as at **Monday, June 11, 2018** on the Government of Jamaica Electronic Procurement website (www.gojep.gov.jm). Registration is a prerequisite for Suppliers to participate in the Tender and therefore instructions (relating to registration) are available on the website.

Procurement Method: Local Competitive Bidding

Source of Funding: Project is funded by the Inter-American Development Bank under the Project No. JA-L1046. The Inter-American Development Bank (IDB) policy (GN-2349-9) and the Government of Jamaica (GOJ) Handbook of Public Sector Procurement Procedures, 2014 will guide the process.

Compliance Certificates: Jamaican nationals must submit a valid Tax Compliance Certificate (TCC) and a National Contracts Commission Certificate (NCC) with their bid.

The closing date for the submission of proposal is **Tuesday, July 3, 2018 at 1:00 p.m.** (Jamaica Time). Online Bid Opening takes place thereafter on the same day (**on Tuesday, July 3, 2018 at 1:15 p.m.** (Jamaica Time)). An online bid opening report will be sent to all Bidders that submitted a proposal.

Late submissions will not be accepted.

Further information may be obtained from:

**The Procurement Officer
Office of the Cabinet
Public Sector Transformation and Modernisation Division
Room 219 (Upstairs), 2A Devon Road
Kingston 6
Jamaica, West Indies**

This is an online Tender where tenders will only be accepted via the electronic Government Procurement Portal (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 Consultant 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 email.

MINISTRY OF TOURISM

Invitation to Tender – REF # MT 2018/10

Consultancy Services for Preparation of a Tourism Destination Development and Management Plan for the parish of St. Thomas

Background:

The Ministry of Tourism is desirous of preparing a Tourism Destination Management Plan (TDDMP) for the parish of St. Thomas to position the parish as a premier destination within the broader structure of tourism in Jamaica and upgrade the tourism readiness of the parish to ensure a competitive tourism product. The TDDMP will complement other development plans and initiatives being undertaken by other agencies to ensure an integrated approach to sustainable development.

Scope:

The Ministry of Tourism is seeking a firm/consultant(s) with proven tourism experience to prepare a TDDMP for the parish of St. Thomas. The TDDMP will be used to set the strategic tourism direction for the parish up to 2030 and will contain an Action Plan for Sustainable and Inclusive Tourism Development.

Procurement Method: Local Competitive Bidding

Tender Requirements:

- A valid Tax Compliance Certificate/Letter (TCC/TCL). Tenders submitted without a valid TCC/TCL will be automatically rejected.

Collection of Tender Documents:

Tender documents will be available at the Ministry of Tourism in the Reception area of the 1st floor, as of **June 1, 2018, between 9:00 a.m. and 4:00 p.m.**

Return of Tenders:

Your completed Technical and Financial Proposal should be labelled and sealed separately, then placed in an outer envelope that should be sealed and clearly marked:

**INVITATION TO TENDER – REF #MT 2018/10
MINISTRY OF TOURISM**

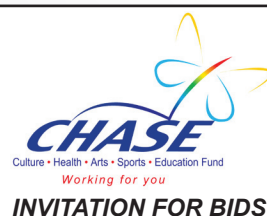
“CONSULTANCY SERVICES FOR PREPARATION OF A TOURISM DESTINATION DEVELOPMENT AND MANAGEMENT PLAN FOR THE PARISH OF ST. THOMAS”

Closing and Opening of Tenders:

The Tender closing date is **June 29, 2018, at 11:00 a.m.** Proposals received after this date and time will be rejected.

The Tender Opening will take place on **June 29, 2018 at 11:15 a.m.** in the 1st Floor Conference Room of the Ministry of Tourism. Bidders and their representatives are invited to attend.

For further queries, please email procurement@mot.gov.jm



The Culture, Health, Arts, Sports and Education (CHASE) Fund invites sealed bids from eligible **CONTRACTORS** for the proposed “**Construction and Renovation Works**” at the following Schools:

- Christiana Moravian Primary & Infant School – Manchester**
- Harmons Primary & Infant School – Manchester**

DESCRIPTION OF WORKS

Christiana Moravian Primary & Infant School – 6 months
Demolition of the existing six (6) classrooms school building and construct new to include: kitchen, office, sickbay and bathroom facility.

Harmons Primary & Infant School – 4 months

The construction of three (3) classrooms building to include: office, kitchenette, bathroom and sickbay.

ELIGIBILITY:

It is mandatory that contractors be registered with the National Contracts Commission in the category of “Building Construction” **Grade 2** and above for Christiana Moravian and Harmons Primary & Infant Schools. All bidders must be Tax Compliant at the bid opening. Bidding will be in accordance with tender procedures and guidelines specified in the Handbook of Public Sector Procurement Procedures (March 2014).

AVAILABILITY OF BID DOCUMENTS:

Eligible bidders can obtain tender documents as of **Monday, June 11, 2018 to Friday, June 15, 2018** between **9:00 a.m. and 4:00 p.m.** at the office of: CHASE Fund, 8 Belmont Road, Kingston 5. A non-refundable fee of **Five Thousand Dollars (\$5,000.00)** in cash or Manager's cheque made payable to CHASE will be required for each set of tender documents. All queries concerning the tender documents/drawings shall be made in writing to the Chief Executive Officer, CHASE, 8 Belmont Road, Kingston 5.

SUBMISSION OF TENDERS:

The Tender/s along with the required documents, i.e. NCC certificate of registration, a valid TCC/TCL and Tender Bond, are to be placed in a sealed envelope and placed in the designated tender box provided, marked with the name of the respective project, which is located in the waiting area of the CHASE Office, 8 Belmont Road, Kingston 5, on or before **2:00 p.m. Friday, June 29, 2018. Late Bids will be rejected.**

OPENING OF TENDERS:

Tender envelopes will be opened publicly on **Friday, June 29, 2018** in the main conference room at CHASE Fund, 8 Belmont Road, Kingston 5, at the following times:

- Christiana Moravian Primary & Infant School – 2:15 p.m.**
- Harmons Primary & Infant School – 2:30 p.m.**

After evaluation of these documents by the evaluating committee, and subsequent referral to the appropriate authorities for approval, the successful contractor will be accordingly notified.

CHASE FUND is not obliged to accept the lowest or any bid and also reserves the right to terminate the bid process at any point before the award of a contract without incurring liability to any of the bidders. **(TENDERERS SHOULD NOTE THAT THE CONTRACT IS FIXED AND NOT SUBJECT TO PRICE ADJUSTMENTS.)**

**CHASE FUND
8 Belmont Road, Kingston 5
Tel: 876-908-4134/4144
Email: chase12@cwjamaica.com**



INVITATION TO BID

**SUPPLY OF DUCTILE IRON PIPES AND FITTINGS
CHARLES TOWN/KILDARE PIPELINE REPLACEMENT –
PORTLAND**

Rural Water Supply Limited (RWSL), acting on behalf of the National Water Commission (NWC), intends to replace the pipeline from the Charles Town Well to the Kildare Reservoir.

RWSL now invites Suppliers/Contractors who are currently registered with the National Contracts Commission (NCC), in the category of General Supplies or Hardware and Haberdashery to tender for the supply of Ductile Iron Pipelines and appurtenances of stated Contract Specifications and Conditions.

Prospective Bidders may obtain documents as of **Monday, June 11, 2018 after 1:00 p.m.** at the offices of Rural Water Supply Limited, 3rd Floor, The Towers, 25 Dominica Drive, Kingston 5, at a non-refundable cost of \$5,000.00.

Tender documents must be returned to Rural Water Supply Limited on or before **2:00 p.m. on Monday, July 9, 2018.** Bidders must provide with their bid, a copy of their current Tax Compliance Certificate (TCC), a copy of their current National Contracts Commission Certificate (NCC) and a Tender Guarantee in the amount and format specified and a completed signed and sealed Form of Tender.

Bids are to be returned to Rural Water Supply Limited on or before **2:00 p.m. on Monday, July 9, 2018.** A public opening of Tenders will take place on the same day at **2:15 p.m.** in the Conference Room at Rural Water Supply Limited.

Contact Information: General Manager, Engineering
Address of Entity: 3rd Floor, The Towers, 25 Dominica Drive, Kingston 5
Telephone: 876-754-5485
Email: info@rwslja.com

Please visit the website at www.rwslja.com for full details.