



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

INVITATION FOR BIDS BID NO. MOF-PROC# - 0291/2018

Ministry of Finance & the Public Service (MoFPS) invites eligible and qualified bidders to submit bids electronically for the provision of Janitorial Services at its Heroes Circle, Shalimar Avenue and Ocean Boulevard complexes for a period of three (3) years.

Funding will be provided by the Government of Jamaica.

Eligibility Criteria: Valid NCC in the category of ‘Janitorial, Sanitation Services’. Valid Tax Compliance Certificate (TCC)

Availability of Bidding Document: Bidding Documents will be available for download on the Government of Jamaica electronic tendering platform from **Tuesday, June 5, 2018** at www.gojep.gov.jm.

Deadline: Tenders must be submitted on the electronic tendering platform no later than **Monday, July 16, 2018 at 3:00 p.m.**

Tender Opening: Tender opening will be on **July 16, 2018 at 3:15 pm.**

Late submissions will be rejected.

To participate in this tender opportunity, suppliers must be registered and trained to use the Electronic Procurement System at www.gojep.gov.jm.

Please register on the system by selecting the “Register as a Supplier” link from the home page. For assistance and training, please contact the support desk at 876-932-5220.

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

Specific Procurement Notice Request for Bids

COUNTRY: JAMAICA
NAME OF PROJECT: STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT
CONTRACT TITLE: PROCUREMENT OF MOBILE CALIBRATION EQUIPMENT
LOAN NO./CREDIT NO.: 8406JM
RFB REFERENCE NO.: JM-MOFPS-61047-GO-RFB

- The Government of Jamaica (GOJ) has received financing from the World Bank toward the cost of the Strategic Public Sector Transformation Project (SPSTP), and intends to apply part of the proceeds toward payments under the contract for the procurement of a Mobile Calibration Equipment for the Bureau of Standards Jamaica (BSJ).
- The Ministry of Finance and the Public Service now invites sealed Bids from eligible Bidders for a Mobile Calibration Equipment(a truck fitted with a knuckle-type lifting crane).
- Bidding will be conducted through international competitive procurement using a Request for Bids (RFB) as specified in the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 (“Procurement Regulations”), and is open to all eligible Bidders as defined in the Procurement Regulations.
- Interested eligible Bidders may obtain further information from Terry Ann Frith, Procurement and Administrative Manager, Strategic Public Sector Transformation Project, Ministry of Finance and the Public Service, 30 National Heroes Circle, Kingston, Jamaica, email: terryann.frith@mof.gov.jm and inspect the bidding document during office hours **Mondays to Thursdays, 9:00 a.m. to 5:00 p.m. and Fridays 9:00 a.m. to 4:00 p.m.** at the address given below.
- The bidding document in English may be requested by interested Bidders upon the submission of a written application to the address below. The document will be sent by email.
- Bids must be delivered to the address below on or before **July 18, 2018 at 2:00 p.m.** Electronic Bidding will not be permitted. Late Bids will be rejected. Bids will be publicly opened in the presence of the Bidders’ designated representatives and anyone who chooses to attend at the address below.
- All Bids must be accompanied by a Bid Security of Two Thousand Four Hundred United States Dollars (**US\$2,400**) or **Jamaican equivalent of Three Hundred Thousand Dollars (J\$300,000)**
- The address referred to above is:

**Ministry of Finance and the Public Service
Strategic Public Sector Transformation Project
Attn: The Procurement and Administrative Manager
30 National Heroes Circle
Kingston 4, Jamaica WI
Tel: 876-932-5474
Fax: 876-932-5977
Email: spstp@mof.gov.jm**

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

Notice of Request for Proposals Stage 1

Request for First Stage Proposals Information Systems (Design, Supply and Installation)

Purchaser: Ministry of Finance and the Public Service
Project: Strategic Public Sector Transformation Project
Contract title: Design, Supply and Installation of Public Investment Management Information System
Country: Jamaica
Loan No./Credit No./Grant No.: 8406-JM
RFP No.: JM-MOFPS-35494-GO-RFP
Issued on: May 29, 2018

- The Government of Jamaica through Ministry of Finance and the Public Service has received financing from the World Bank toward the cost of the Strategic Public Sector Transformation Project, and intends to apply part of the proceeds toward payments under the contract for the design, supply and installation of Public Investment Management Information System.
- The Ministry of Finance and the Public Service now invites sealed Proposals from eligible Applicants for design, supply and installation of Public Investment Management Information System (PIMIS). The system shall be extensive and extends across all specified public sector entities, includes all type of public sector expenditures (planned, actuals and contingencies), covers all steps and phases unique to a project including transitions through the complete project life cycle.
- The procurement will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 and November 2017 (“Procurement Regulations”), and is open to all initially selected eligible Proposers.
- Eligible Proposers may obtain further information from Ministry of Finance and the Public Service, Attn: Terry Ann Frith, Procurement and Administrative Manager, Strategic Public Sector Transformation Project, email: terryann.frith@mof.gov.jm and inspect the RFP document during office hours **(9:00 a.m. to 4:00 p.m.)** at the address given below.
- The RFP document in English may be obtained by initially selected eligible Proposers upon the submission of a written application to the address below. The document will be sent by email.
- A two-stage RFP process will be used which will proceed as follows:
 - The first stage process will consist of submission of a Technical Proposal only, without any reference to prices. Following the evaluation of first stage Proposals, a Proposer that has submitted a sufficiently responsive Technical Proposal may be invited to attend a clarification meeting(s), during which the Proposer’s Proposal will be reviewed. Any required Proposal-specific changes, additions, deletions and other adjustments will be noted and recorded in a memorandum, or, if amendments are of a general nature, will be promulgated via an addendum to the RFP documents. Following the clarification meetings, Proposers may not be invited to submit second stage Proposals, if their first stage proposals contain departures from the requirements to the extent that it cannot be expected to be responsive through the 2nd stage RFP process. All other suitably qualified and eligible Proposers shall receive invitations to submit second stage Proposals.
 - The second stage process will consist of submission and evaluation of: (i), the updated technical part incorporating all changes required as recorded in the proposer-specific memorandum, and/or as necessary to reflect any Addenda to the RFP documents issued subsequent to the first -stage; and (ii) the financial part.
- First Stage Proposals must be delivered to the address below on or before **July 19, 2018 at 3:00 p.m.** local time. Electronic Procurement will not be permitted. Late Proposals will be rejected. Proposals will be publicly opened in the presence of the Proposers’ designated representatives and anyone who chooses to attend at the address on **July 19, 2018 at 3:10 p.m.** local time.
- The address referred to above is:

**Strategic Public Sector Transformation Project,
Block G, 3rd Floor, Ministry of Finance and the Public Service,
Terry Ann Frith, Procurement and Administrative Manager
30 National Heroes Circle, Kingston, Jamaica
Telephone: 876-932-5474
Facsimile: 876-932-5977
Email: terryann.frith@mof.gov.jm**

NOTICE

PLEASE CHECK THE MINISTRY’S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:

jisadvertising@gmail.com
procurement@jis.gov.jm