



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.



INVITATION FOR PRE-QUALIFICATION

The Port Authority of Jamaica invites suppliers to pre-qualify for the supply of goods and related services pertaining to the implementation of IP Surveillance (IPS), Electronic Access Control (EAC), supporting infrastructure and systems for Montego Bay Free Zone Limited.

The details of the pre-qualification may be viewed at the electronic Government Procurement Portal (www.gojep.gov.jm) as of **2018 June 2**

Procurement Method: Local Competitive Bidding

The closing date for the Bid submission is **2018 June 21, at 11:00 a.m., EST**

Contact: wpottinger@portjam.com Tel: 876-922-0290-8 Ext. 2051

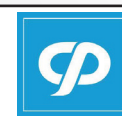
LATE SUBMISSIONS WILL NOT BE ACCEPTED

This is an online managed PRE-QUALIFICATION and the documents and Supplier Responses will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) bids will be accepted and there will be no physical tender box for drop-off of Bids/Proposals.

To participate in this pre-qualification opportunity, Suppliers must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm.

Please register on the e-GP 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 or select the Contact us link from the Home page to send an email.



PETROLEUM CORPORATION OF JAMAICA

INVITATION TO BID

Energy Efficiency & Renewable Energy Solutions for the G.C. Foster College MSET/PCJ/2018/05/206/REED (Phase 1 – Lighting Upgrade)

PETROLEUM CORPORATION OF JAMAICA (PCJ) hereby invites sealed bids from eligible and qualified bidders to upgrade the existing lighting at the G.C. Foster College throughout the campus.

Contact Information: ProcurementU@pcj.com

Bid Documents will be available on **Monday, June 4, 2018**, between **9:00 a.m. and 4:00 p.m.** from the Receptionist on the 5th floor of the PCJ Resource Centre at a cost of J\$3,500.00 and on the PCJ’s website at <http://www.pcj.com/working-with-pcj/>. **A Pre-Bid site visit will take place on Friday, June 15, 2018 beginning at 10:00 a.m.**

NCC: Electrical Works (Minimum Grade 3)/ Electrical Appliance & Equipment

Tender Closing Date: **Friday, June 29, 2018 at 2:00 p.m.**
Late Bids will not be accepted.

Tender Opening: **Friday, June 29, 2018 at 2:45 p.m.**
Blue Meeting Room
5th Floor, PCJ Resource Centre Building.

Submission: Bidders must submit One (1) Original and Three (3) copies of their proposal in a sealed envelope. All bid submissions must be addressed to The Procurement Officer and should be placed in the Bid Box located at:

Petroleum Corporation of Jamaica (PCJ)
5th Floor, PCJ Resource Centre
36 Trafalgar Road, Kingston 10

Please note that the PCJ is not obliged to accept the lowest or any of the bids received and reserves the right to cancel the tender at any time prior to contract award without incurring liability to any bidder.



INVITATION FOR BIDS

Provision of Janitorial Services for Petrojam Limited

Scope: Petrojam Limited hereby invites bids from eligible and qualified bidders for the provision of janitorial services for its Kingston refinery located at 75-96 Marcus Garvey Drive, Kingston 15 and its Montego Bay Freeport facility.

Eligibility requirements: Valid Tax Compliance Certificate and Valid National Contracts Commission Registration in the category of **Specializing in Janitorial, Sanitation Services**

Collection Date: A complete set of Bidding Documents in English will be available for download from **Monday, June 4, 2018** on the Government of Jamaica’s Electronic Procurement website - www.gojep.gov.jm. Registration instructions are available at www.gojep.gov.jm and all interested bidders are required to register.

Submission Deadline: Bids must be submitted online via www.gojep.gov.jm **no later than Tuesday, June 26, 2018 at 11:00 a.m. Jamaica time (UTC -05:00)** and bids must be valid for One Hundred and Twenty (120) calendar days after the date of bid submission. Late Bids will be rejected. Bids will be opened online on **Tuesday, June 26, 2018 at 11:05 a.m. Jamaica Time (UTC - 05:00)**.

This is an online managed Tender, and tender documents and Supplier Bids will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) Bids will be accepted and there will be no physical tender box for drop-off of Bids. To participate in this tender opportunity, Suppliers must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm.

Please register on the e-GP 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.



Jamaica Customs Agency

Invitation for Bids

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the **Supply and Delivery of Laptops to the Jamaica Customs Agency, Myers Wharf, Newport East.**

Procuring Entity: Jamaica Customs Agency

Scope: Supply and Delivery of Laptop Computers

NCC Category: Computers and Supplies

Procurement Method: National Competitive Bidding

Eligibility Requirements: Copy of a valid National Contracts Commission Registration and Tax Compliance Certificate or Tax Compliance Letter clearly showing expiration date.

Availability of Tender Documents: Bidding documents will be available for download as at **Monday June 04, 2018** on the Government of Jamaica electronic Procurement website (www.gojep.gov.jm).

Deadline for Bid Submission: Bids must be submitted online via www.gojep.gov.jm on **Friday June 22, 2018 at 11:00 a.m.**

Late Bids will be Automatically rejected by the System.

Bid Opening: An online bid opening will take place on **Friday June 22, 2018 at 11:15 a.m.** An Online bid opening report will be sent to all bidders who submitted a proposal.

Contact Information: Procurement Manager
naidine.samuels@jacustoms.gov.jm

Address: Jamaica Customs Agency
Myers Wharf, Newport East
Kingston 15
Telephone no. 876-922-5140-9
Fax no. 876-948-6920

This is an online Tender where tenders will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) Bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, Suppliers must first be registered on the Government of Jamaica Electronic Procurement System via the platform at www.gojep.gov.jm. To register, please select the “Register as a supplier” link from the system home page.

For assistance regarding training, download of tender documents and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at: (876) 932-5220/932-5246/932-5253 or via email at papucustomer@moj.gov.jm.

NOTICE

PLEASE CHECK THE MINISTRY’S WEBSITE FOR THE FULL DOCUMENTS

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