



GOJ PUBLIC PROCUREMENT PAGE

Update of Jamaican Taxation Registration Number (TRN) and Tax Compliance Information for participation in GOJ tender opportunities via the Electronic Procurement System:

All suppliers that have a Jamaican based Taxation Registration Number (TRN) are being asked to validate their (TRN) and Tax Compliance Certificate (TCC) information on the Government of Jamaica Electronic Government Procurement System (GOJEP).

The purpose of a valid TRN in GOJEP is to:

- I. Verify Supplier's details;
- II. Allow for retrieval of Tax Compliance information for Supplier and;
- III. Facilitate the integration of the e-Tendering (GOJEP) System with Supplier's information in the Government's National Contracts Commission (NCC) registration system using the supplier's TRN as shared identifier between both systems.

To update your organisation's TRN and Tax Compliance data in the e-Tendering system, Supplier Admin Users must execute the following steps:

- I. Login to the system (www.gojep.gov.jm);
- II. Select the Supplier management link (under the Supplier Administration section on the left);
- III. Select the Edit organisation link/button;
- IV. For the Taxation Registration Number (TRN): prompt – Enter your organisation's nine (9) digit TRN (no space or dashes). See TRN rules below;
- V. For the Taxation Compliance Reference (TCC) # prompt – Enter the last TCC# issued to your organisation by the Tax Administration Jamaica (TAJ), if one was issued. By completing this task:
 - a. Your organisation's Taxation Compliance Expiration Date information will be retrieved from the TAJ Taxation system and displayed on your organisation's record in GOJEP;
 - b. Tax eligibility information for your organisation will print on the Tender Opening Reports generated by the system;
 - c. The system will send you an email reminder, fourteen (14) days prior to the expiration of your organisation's tax compliance status. Upon the expiration and renewal of your TCC, please ensure same is updated in the system by following the above steps.
- VI. Select the Save button once you have entered the above information.

TRN Format Rules:

Organisation Type	Format	Rules
1 Limited Liability	000009999	TRN must begin Incorporated with digit 0 (Zero) and must be nine digits. No '-' or space shall be entered.
2 Partnership	000009999	TRN must begin with Zero and must be nine digits. No '-' or space shall be entered.
3 Sole Trader or Trading As Entity	100009999/0001	TRN must begin with the digit 1 and must be nine digits. A sub 4 digit number must be entered, example 0001 or 0002 or 0003, etc. No '-' or space shall be entered.
4 Individual Consultant	100009999	TRN must begin with the digit 1 and must be nine digits. No sub 4 digit number must be entered, No '-' or space shall be entered.

For additional information, please call the Ministry of Finance, Public Procurement Customer Care Help Desk numbers: 876-932-5220/932-5251/932-5244/932-5251 or by sending an email to: papucustomer@moj.gov.jm.

GOJEP – Using technology as a tool to increase transparency, competition and efficiency enabling an easy way of doing business with the Government of Jamaica.



Invitation to Bid – (CDA-2018-09)

Procuring Entity: The Child Protection & Family Services Agency – CPFSA (formerly Child Development Agency)

Scope: Janitorial Services for the Corporate Office located at 48 Duke Street, Kingston. The supplier will be required to provide janitorial services within a space of 17,435 sq. ft.

- Eligibility Criteria:**
1. Copy of Tax Compliant Certificate
 2. Proof of valid registration with National Contracts Commission (NCC) in the category of Janitorial and Sanitation Services

Procurement Method: Local Competitive Bidding

Collection of Bid Documents: Bid Documents will be available from **Monday July 9, 2018** at the Child Protection & Family Services Agency, 48 Duke Street, Kingston from **9:00 a.m. - 4:30 p.m. Mondays - Thursdays & 9:00 a.m. to 3:30 p.m. on Fridays.** Bids will cost J\$2,000.00 and are payable in cash or manager's cheque only (non-refundable) to the cashier.

Labelling of bids: Bid documents must be clearly labelled **Contract: Janitorial Services 2018-2020**

Note: Failure to directly purchase the Tender/Bid Document from the Procuring Entity will result in ineligibility/non-responsiveness of that bid from participating in the procurement process.

Deadline for Submission of Bids: Bids must be deposited in Tender Box provided at address indicated below no later than **July 24, 2018**. The tender box will be located in Support Services Unit of the Child Protection & Family Services Agency on the First Floor – 48 Duke Street, Kingston.

Bid Opening: Bids will be opened at the Child Protection & Family Services Agency Office at 48 Duke Street, Kingston, on **July 24, 2018 at 2:15 p.m.** Bidders and/or their representatives are invited to attend.

Queries may be made to:
The Support Services Officer
48 Duke Street
Kingston
876-948-2841-2
goodenken@cpfsa.gov.jm

Funding: Government of Jamaica

The Child Protection & Family Services Agency – CPFSA reserves the right to reject any or all bids and to restart the bidding process.



JAMAICA CONSTABULARY FORCE

INVITATION TO TENDER

SUPPLY, DELIVERY AND INSTALLATION OF COMPACTOR FILING SYSTEM RFQ:JCF2018-07-0001

The Jamaica Constabulary Force now invites sealed bids from eligible and qualified suppliers for the supply, delivery and installation of Compactor Filing System. Bidding will be conducted through the Local Competitive Bidding (LCB) procedures as outlined in the Government of Jamaica Handbook of Public Sector Procurement Procedures, **March 2014** (<http://www.mof.gov.jm>) and is open to all bidders locally.

Eligibility for Bid Submission:

In order to qualify bidders Shall:

- Submit a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter with their proposals.
- Submit with their proposals a valid certificate showing that their company is registered with the National Contracts Commission (NCC) in any of the following categories: "Furniture Supplies, School Furniture and Office Equipment Supplies." For more information see: <http://www.ocg.gov.jm>.
- Bid Security in the amount of **\$300,000.00**

Collection of Bid Documents

A complete set of Bidding Documents in English will be available from **Thursday 2018 July 19**. Interested bidders are required to purchase the Bidding Documents for a non-refundable fee of **Two Thousand Dollars (\$2,000.00)** payable by cash or manager's cheque at the Cashier, 1st Floor, North Tower, NCB Building, 2 Oxford Road, Kingston 5, between **9.00 a.m. and 3.00 p.m. Mondays to Fridays**. The name of the contact person, company name, mailing address, telephone number, and email address must be provided to facilitate processing. A Bidder's failure to directly purchase the Tender/Bid documents from the Jamaica Constabulary Force (JCF) will result in ineligibility/non-responsiveness of that bid from participating in the procurement process.

Bids must be placed in the designated Tender Box located in the Procurement Unit, Corporate and Special Services, 3rd Floor, South Tower, NCB Building, 2 Oxford Road, Kingston 5, on or before **Monday 2018 August 13 at 10:00 a.m.** Bids must be returned in a plain, sealed envelope appropriately marked on the outer envelope "**SUPPLY, DELIVERY AND INSTALLATION OF COMPACTOR FILING SYSTEM**" addressed to:

**The Director of Procurement and Administration
Jamaica Constabulary Force
3rd Floor, South Tower
NCB Building
2 Oxford Road
Kingston 5**

Tenders will be opened publicly at **10:15 a.m. Monday 2018 August 13** at the above address. Bidders or their representatives are invited to attend the tender opening.

Late bids will be rejected.

Tenders shall be valid for a period of 90 days after tender closing.

**For further information, contact:
The Director of Procurement and Administration
Jamaica Constabulary Force
3rd Floor, South Tower
NCB Building
2 Oxford Road
Kingston 5**

**Telephone: 876-754-0688 or 876-754-0600
adrian.scott@jcf.gov.jm**