



# 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:**

- i. an irrevocable letter of credit or
- ii. a Bank guarantee or
- iii. a bid bond issued by a surety which is incorporated and domiciled in Jamaica or
- iv. a bid-securing declaration or
- v. a certified manager's cheque or
- vi. an insurance certificate.

**A Bid Bond is deemed valid and acceptable if it satisfies all of the following criteria:**

- i. It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
- ii. 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.
- iii. It conforms with the bid validity period prescribed in the bidding documents;
- iv. 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;
- v. It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
- vi. 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

### REQUEST FOR EXPRESSIONS OF INTEREST

#### JAMAICA

#### STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

Loan No/Credit No/Grant No: 8406JM

Assignment Title: Consultant for the development of financing proposals for the redevelopment, expansion and upgrading of the National Stadium and the Trelawny Sports Facility

Reference No.: JM-MOFPS-56935-CS-CQS

The Government of Jamaica (GOJ) has received financing from the World Bank towards the cost of Strategic Public Sector Transformation Project (SPSTP), and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include the development of a comprehensive project proposal for (i) the redevelopment, expansion and upgrading of the National Stadium to a modern stadium and (ii) the expansion and redevelopment of the Trelawny Multipurpose Facility in order to reposition it as a premier sporting facility in Western Jamaica. The consultancy will have duration of 6 months.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: Ministry of Finance and the Public Service, [www.mof.gov.jm](http://www.mof.gov.jm) or can be obtained at the address given below.

The Ministry of Finance and the Public Service now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- a) At least fifteen years of experience in the design or redevelopment of a variety of large public facilities.
- b) At least five years' experience in developing project proposals and business plans for similar types of public facilities.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultant's Qualification-Based Selection Method set out in the Procurement Regulations.

Further information can be obtained at the address below 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.**

Expressions of interest must be delivered in a written form to the address below (in person, by mail, fax or email) by **July 20, 2018 at 4:00 p.m.**

**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](mailto:spstp@mof.gov.jm) or [terryann.frith@mof.gov.jm](mailto:terryann.frith@mof.gov.jm)**

## Ministry of Finance and the Public Service

### REQUEST FOR EXPRESSIONS OF INTEREST

#### JAMAICA

#### STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

Loan No/Credit No/Grant No: 8406JM

Assignment Title: **Technical Consultant, Management Institute for National Development (MIND) Expansion and Upgrading Project**

Reference No.: **JM-MOFPS-56930-CS-INDV**

The Government of Jamaica (GOJ) has received financing from the World Bank towards the cost of Strategic Public Sector Transformation Project (SPSTP), and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include the development of a Concept Note for the upgrading and expansion of MIND's Physical and ICT infrastructure. The consultancy will have duration of 3 months.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: Ministry of Finance and the Public Service, [www.mof.gov.jm](http://www.mof.gov.jm) or can be obtained at the address given below.

The Ministry of Finance and the Public Service now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- Over five years demonstrated understanding and experience in the development and/or strengthening of Modern Public Sector Learning and Development institutions.
- Over five years demonstrated understanding and experience with the use of ICT within a Learning and Development Environment.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultant's Qualification-Based Selection Method set out in the Procurement Regulations.

Further information can be obtained at the address below 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.**

Expressions of interest must be delivered in a written form to the address below (in person, by mail, fax or email) by **July 17, 2018 at 4:00 p.m.**

**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](mailto:spstp@mof.gov.jm) or [terryann.frith@mof.gov.jm](mailto:terryann.frith@mof.gov.jm)**

## Ministry of Education, Youth & Information

### Invitation to Bid

#### Procurement for the Supply & Delivery of Desktop Computers for the AutoCAD Project

**Scope:** Supply and delivery of 400 Desktop Computers for the AutoCAD Project. Further details are provided in the bid document.

**Eligibility:** NCC Registration must be in the category of Computers and Supplies, Computer & Related Services. A valid Tax Compliance Certificate (TCC) must also be submitted at the time of tender.

**Procurement Method:** Local Competitive Bidding (LCB)

**Contact Information:** **The Technical Support Officer**  
Media Services Unit

**Address of Entity:** Ministry of Education, Youth & Information  
2-4 National Heroes Circle, Kingston 4

**Telephone No:** 876-922-8035

**Email Address:** [caswell.brown@moey.gov.jm](mailto:caswell.brown@moey.gov.jm)

Complete sets of Bid Documents may be obtained as of **June 27, 2018** at a non-refundable cost of \$4,000.00 which is paid at 2-4 National Heroes Circle, Cashier's Desk, Building 1, 2<sup>nd</sup> floor and collected at:

**The Safety and Security Unit**  
**Building One, 1<sup>st</sup> Floor**  
**2-4 National Heroes Circle, Kingston 4**

N.B. 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.

Bids must be returned no later than **July 11, 2018 at 2:30 p.m. and placed Tender Box in the Building 1 Lobby, 2-4 National Heroes Circle.**

Bid opening is **July 11, 2018 same day at 2:40 p.m.** in the 5<sup>th</sup> Floor Conference Room.

**LATE BIDS WILL NOT BE ACCEPTED.**

**NOTICE**  
 PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS  
 For Bookings Email:  
[jsadvertising@gmail.com](mailto:jsadvertising@gmail.com),  
[procurement@jis.gov.jm](mailto:procurement@jis.gov.jm)



## Government of Jamaica

Ministry of Economic Growth and Job Creation



### NATIONAL WORKS AGENCY

#### Invitation for Bids (IFB)

The National Works Agency (NWA), an Executive Agency of the Ministry of Economic Growth and Job Creation hereby invites suitably qualified and experienced Contractors to submit proposals for the supply of a Video Surveillance System in accordance with the technical specifications.

**Availability of Documents:** The Request for Proposal (RFP) is available on the Government of Jamaica's Electronic Procurement Website – [www.gojep.gov.jm](http://www.gojep.gov.jm). Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.

**Bid Submission:** Bidders will be required to attend a site visit and Bidders' Presentation on **July 6 and July 12, 2018**, respectively (See Technical Requirements in RFP for details of the site visit and Bidders' Presentation). Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Friday, July 27, 2018 at 2:00 p.m.**

The closing date for the return of Bids is **2:00 p.m on Friday, July 27, 2018** and Tenders will be opened **on the same day at 2:15 a.m.** Please log on to [www.nwa.gov.jm](http://www.nwa.gov.jm) OR 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) 932-5220/932-5253 or email : [papucustomer@moef.gov.jm](mailto:papucustomer@moef.gov.jm).