



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:

- Verify Supplier's details;
- Allow for retrieval of Tax Compliance information for Supplier and;
- 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:

- Login to the system (www.gojep.gov.jm);
- Select the Supplier management link (under the Supplier Administration section on the left);
- Select the Edit organisation link/button;
- For the Taxation Registration Number (TRN): prompt – Enter your organisation's nine (9) digit TRN (no space or dashes). See TRN rules below:
- 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:
  - 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;
  - Tax eligibility information for your organisation will print on the Tender Opening Reports generated by the system;
  - 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.
- 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.



## AGRO INVESTMENT CORPORATION

### INVITATION TO TENDER

#### Proposal for Security Services at AMC Complex

The Agro Investment Corporation invites proposals for Provision of Security Services for its Property.

#### Tender Eligibility Requirements

Applicants must provide a valid copy of the following:

- Tax Compliance Letter/Certificate (TCL/TCC)
- National Contract Commission Certificate (NCC)
- Proof of valid registration with the Private Security Regulation Authority (PSRA)
- Proof of up-to-date & adequate liability insurance (to cover all company operatives and or persons acting in the company's interest)
- A completed, signed and stamped Service Provider's Bid Form
- Bid Security in the amount of 10% of the Service Provider's Bid.

All documents must be valid on the date of the tender opening; failure to adhere to these requirements will result in automatic disqualification of Bid.

#### Collection of Documents

Documents may be purchased for a non-refundable fee of **Two Thousand Dollars (J\$2,000.00)** as at **Monday, August 27, 2018 from 9:00 a.m. to 4:00 p.m.** at the Office of Agro Investment Corporation, 188 Spanish Town Rd, Kingston 11.

#### Submission of Tenders

Proposals are to be submitted in a clearly marked envelope labelled "RFQ – Provision of Security Services at AMC Complex", and are to be deposited in the designated tender box located at Agro Investment Corporation Office at 188 Spanish Town Rd, Kingston 11 by **11 a.m. on Monday, September 10, 2018**. All proposals must be clearly marked RFQ – Provision of Security Services at AMC Complex, addressed to:

**The Procurement Manager  
Agro Investment Corporation  
188 Spanish Town Rd  
Kingston 11  
Jamaica**

#### Opening of Proposals

The opening will be at **11:15 a.m. on Monday, September 10, 2018** in the Conference Room at Agro Investment Corporation Office located at 188 Spanish Town Rd, Kingston 11 and it is open to the public. Bidders and/or their authorized representatives are invited to attend the Tender opening.



#### INVITATION FOR BID

#### PROVISION OF OCCUPATIONAL MEDICAL SERVICES

The Jamaica Urban Transit Company Limited (JUTC) located at Michael Manley Drive, Twickenham Park, Spanish Town, St. Catherine is requesting the submission of proposal inclusive of quotations from an established and reputable medical institution with the ability and capacity to provide Occupational Medical Services.

#### SUMMARY OF RESPONSIBILITIES

#### Medical Doctor and a Registered Nurse

The Company will require a **Medical Doctor and a Registered Nurse** to visit each location for 3-4 hours, one day per week (**Monday to Friday**) between **8:30 a.m. and 6:00 p.m.** per location as follows:

- Spanish Town:** Michael Manley Drive, Twickenham Park
- Portmore:** Braeton, St. Catherine
- Rockfort:** 100 Windward Road, Kingston 2
- Ashenheim:** 17-19 Ashenheim Road, Kingston 11

To provide the **undermentioned** services:

- Medical examinations/evaluations
- Annual medical examinations/evaluations for certain job classes
- Drug Testing in accordance with JUTC's Drug Policy
- Occupational/environmental health exams and evaluations (e.g. respiratory, hearing, BEI's, etc.);
- First Aid Treatment, if deemed necessary

In addition, the Services of a licensed psychologist/therapist or psychiatrist, who can evaluate industrial or non-industrial stress and psychological issues, will also be necessary.

#### Ambulance Services

The JUTC is seeking bidders to provide **Ambulance Services** at the Company's facilities listed below:

- Spanish Town:** Michael Manley Drive, Twickenham Park
- Portmore:** Braeton, St. Catherine
- Rockfort:** 100 Windward Road, Kingston 2
- Ashenheim:** 17-19 Ashenheim Road, Kingston 11
- Lyndhurst:** 26 Lyndhurst Road, Kingston 5
- JUTC Downtown Office:** 9 East Parade, Kingston
- JUTC Smarter Card Office:** 126B Greater Portmore Shopping Centre, St. Catherine
- Half Way Tree Transport Centre:** 2-4 South Odeon Avenue, Kingston 10

The emergency medical treatments below, when the need arise, shall become necessary during the transfer process and must be applied:

- Blood Pressure
- Pulse
- Suction
- Temperature
- Cardiopulmonary Resuscitation (CPR)
- Defibrillation
- Nebulization
- Heart Test

**Not limited to the above**

A non-refundable fee of **Three Thousand Five Hundred Dollars (\$3,500.00)** must be submitted by CASH or Manager's Cheque payable to the Jamaica Urban Transit Company Limited (JUTC) when collecting the bid document.

Tender documents will be available from **Wednesday, September 12, 2018 from 9:00 a.m. to 4:00 p.m.** each working day from:

**The Procurement Manager  
Jamaica Urban Transit Company Limited  
Michael Manley Drive  
Twickenham Park, St. Catherine**

Failure to directly purchase the Bid Document from the JUTC will result in ineligibility of that Bid from participating in the tender process.