



OFFICE OF THE PRIME MINISTER

REQUEST FOR EXPRESSIONS OF INTEREST

STRUCTURAL ENGINEER

COUNTRY: JAMAICA
PROJECT: YOUTH EMPLOYMENT IN THE DIGITAL AND ANIMATION INDUSTRIES

IBRD LOAN NO: 8405

COMPONENT: DIGITAL AND TECHNICAL SKILLS DEVELOPMENT FOR YOUTH

BID NO: JM-OPM-75835-CS-INDV

SELECTION METHOD: INDIVIDUAL CONSULTANT SELECTION

The Government of Jamaica has received financing from the World Bank towards the cost of the Youth Employment in the Digital and Animation Industries Project and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include the Consultant Structural Engineer providing both pre- and post-contract management services associated with the refurbishment of three (3) Community Centres.

The Office of the Prime Minister (OPM) now invites eligible individuals ("Consultants") to indicate their interest in providing the Services. **Interested Consultants should provide Curriculum Vitae with detailed information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:**

1. Registered with the Professional Engineer's Registration Board (PERB) in the category of Structural Engineering;
2. At least a Bachelor's Degree in Structural Engineering or any other equivalent qualification; and
3. Must have a minimum of ten (10) years relevant professional experience in Structural Engineering.

Only persons shortlisted will be contacted. Shortlisted candidates may be required to participate in an interview.

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 IFP Borrowers" July 2016, setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants Selection Method set out in the Procurement Regulations. Further information can be obtained at the address below during office hours **Mondays to Thursdays, 09:00 hours to 17:00 hours and on Fridays, 09:00 hours to 16:00 hours.**

**Office of the Prime Minister
Youth Employment in the Digital and Animation Industries Project
Attn: Procurement Specialist
47b South Camp Road
Kingston 4
Jamaica
Tel: 876-930-7620
Email: ibrdyedaip@opm.gov.jm**

Expressions of Interest, including Curriculum Vitae, must be delivered in a written form to email address **ibrdyedaip@opm.gov.jm** by **October 26, 2018**. The subject line should read: **JM-OPM-75835-CS-INDV-STRUCTURAL ENGINEER**. The detailed Terms of Reference for the Consultancy Service are available on the website of the Office of the Prime Minister at: **www.opm.gov.jm**.

Request for Expressions of Interest

TRAINER FOR MODULE 2 – STRATEGIC PLANNING (BOSS PROGRAMME)

COUNTRY : JAMAICA
PROJECT : YOUTH EMPLOYMENT IN THE DIGITAL AND ANIMATION INDUSTRIES
IBRD LOAN NO. : 8405
COMPONENT : SKILLS AND CAPACITY TO ENHANCE EMPLOYABILITY AND ENTREPRENEURSHIP
BID NO. : JM-OPM-75488-CS-INDV
SELECTION METHOD : INDIVIDUAL CONSULTANT SELECTION

The Government of Jamaica has received financing from the World Bank toward the cost of the Youth Employment in the Digital and Animation Industries Project and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include designing and delivering, in collaboration with the Business Development Consultant, the **Strategic Planning module of the "BOSS" Programme** to equip Jamaican animators with the skill sets to develop strategic plans to grow their business. This will include designing business models, establishing business plans (especially for creative entrepreneurs) and identifying marketing tactics to promote each business.

Interested Consultants should provide Curriculum Vitae with detailed information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

1. A Master's degree in management, business administration, international business, finance, entrepreneurship, screen-based media production, global marketing, mass communications, marketing/PR or related field; and
2. At least ten (10) years' experience in strategic planning, management consulting, business planning, business modeling, digital entrepreneurship, start-up management, content planning, content production, brand management, product launching, sales or marketing, or related field.

Only persons shortlisted will be contacted. Shortlisted candidates may be required to participate in an interview.

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 IFP Borrowers" July 2016, setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultants Selection Method set out in the Procurement Regulations. Further information can be obtained at the address below during office hours **Mondays to Thursdays, 09:00 hours to 17:00 hours and on Fridays, 09:00 hours to 16:00 hours.**

**Office of the Prime Minister
Youth Employment in the Digital and Animation Industries Project
Attn: Procurement Specialist
47b South Camp Road
Kingston 4
Jamaica
Tel: 876-930-7620
Email: ibrdyedaip@opm.gov.jm**

Expressions of Interest, including Curriculum Vitae, must be delivered in a written form to email address **ibrdyedaip@opm.gov.jm** by **October 26, 2018**. The subject line should read: **JM-OPM-75488-CS-INDV – TRAINER FOR MODULE 2 – STRATEGIC PLANNING (BOSS PROGRAMME)**. The detailed Terms of Reference for the Consultancy Service are available on the website of the Office of the Prime Minister at: **www.opm.gov.jm**.

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@care@mof.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.