



Office of the Prime Minister

REQUEST FOR EXPRESSIONS OF INTEREST
TRAINER TO DELIVER 2D MODULES FOR THE
2018 ANIMATION STUDIO APPRENTICESHIP
PROGRAMME (ASAP)

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-75257-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 assisting the YEDAI Project, in the delivery of three (3) Production modules of the 2D Animation pipeline for an Animation Studio Apprenticeship Programme (ASAP) to facilitate the transition of students from training to work/production environments.

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. Minimum of a Certificate or Diploma in Animation or related field from an accredited/recognized institution; and
2. At least two (2) years of teaching/mentorship/supervision experience in a training institution and/or production studio environment, working with 2D animation software.

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 Thursday, 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-75257-CS-INDV - TRAINER TO DELIVER 2D MODULES FOR THE 2018 ANIMATION STUDIO APPRENTICESHIP PROGRAMME (ASAP). 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 TO DELIVER 3D MODULES FOR THE
2018 ANIMATION STUDIO APPRENTICESHIP
PROGRAMME (ASAP)

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-75258-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 assisting the YEDAI Project, in the delivery of three (3) Production modules of the 3D Animation pipeline for an Animation Studio Apprenticeship Programme (ASAP) to facilitate the transition of students from training to work/production environments.

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. Minimum of a Certificate or Diploma in Animation or related field from an accredited/recognized institution; and
2. At least two (2) years of teaching/mentorship/supervision experience in a training institution and/or production studio environment, working with 3D animation software.

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 Thursday, 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-75258-CS-INDV - TRAINER TO DELIVER 3D MODULES FOR THE 2018 ANIMATION STUDIO APPRENTICESHIP PROGRAMME (ASAP). 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:

- 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:

Table with 3 columns: Organisation Type, Format, Rules. Rows include Limited Liability, Partnership, Sole Trader/Trading As Entity, and Individual Consultant.

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@opm.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.