



REQUEST FOR PROPOSAL

Procurement Entity: The Independent Commission of Investigations (INDECOM)

Project Name: Procurement of a One (1) Year Public Education Campaign (Develop and Implement)

Contract/Bid#: INDECOM/PEC/RFP2018/Q3-01

The Independent Commission of Investigations (INDECOM) was promulgated through an Act of Parliament establishing a new, independent agency to investigate and report on allegations of breaches of citizens' rights through the unlawful use of force by members of the Security Forces and Agents of the State.

Further, it has a duty to inspect and review the disciplinary procedures, records, weapons and buildings of the Security Forces and make recommendations on individual investigations as well as on the policies and procedures of the Security Forces.

Scope

INDECOM invites proposals from eligible and qualified communication firms to develop and implement a Public Education campaign on INDECOM's role and responsibilities in addressing and preventing unlawful use of force by the Security Forces and Agents of the State.

The proposal should include a clearly defined strategic plan that outlines the overall framework and principles of the campaign, establishes specific content and selection of appropriate media and tools and evaluation methods.

The Public Education Campaign will be executed across three phases:

Phase 1: Strategic Plan **Phase 2:** Production and Execution of Content

Phase 3: Media Placement and Advertising

Proposals should clearly outline the proposed budgets for Phases 1 and 2.

Eligibility Requirements: Valid Tax Compliance Certificate and Valid National Contract Commission Registration in the category of **General Services**.

Procurement Method: Local Competitive Bidding

Contact Information: Procurement and Inventory Manager
1 Dumfries Road, Kingston 10
876-968-8875/1932
procurement@indec.com.gov.jm

Method of selection: Quality and Cost-Based Selection (QCBS) method set out in the Procurement Guidelines.

Collection Date: A complete set of Bidding Documents in English will be available for download from **October 25, 2018** on the Government of Jamaica's Electronic Procurement website www.gojep.gov.jm. Registration instructions are available at www.gojep.gov.jm and all interested bidders are required to register.

Submission Deadline: Bids **must** be submitted online via www.gojep.gov.jm no later than **Thursday, November 15, 2018 at 2:00 p.m.** Late Bids will be rejected.

Online Bid Opening takes place on the same day at **2:15 p.m.** An online bid opening report will be sent to all Bidders that submitted a proposal.

INDECOM does not bind itself to accept the lowest or any other bid and will NOT defray any costs incurred by bidders in preparing their bids.

Ministry of Finance & the Public Service

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICE – FIRMS SELECTION)

JAMAICA STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

Loan No./Credit No./ Grant No.: 8406JM

Assignment Title: The development of Change Management and Associated Communication Strategies particularly for the establishment of the New ICT Authority

Project Reference No.: JM-MOFPS-73690-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 a detailed plan for managing the effects of organizational changes necessary for a transformed Information and Communications Technology (ICT) that will provide the kind of efficiencies and services that are required and needed by the citizens of Jamaica, and to work with change leaders to effectively include their input into the Change Management Plan. The consultancy will have duration of fourteen (14) months.

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

The Ministry of Finance & 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:

- At least 8 years of experience working with large organizations to deliver on similar scope;
- At least three years experience working on Information Technology (IT) Projects or in an IT Organization.

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, 8:30 a.m. to 5:00 p.m. and Fridays 8:30 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 **October 31, 2018**.

Ministry of Finance & 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



SUPPLY OF ROOF COVERING YEAST PLANT AND MASEMURE HOUSING DEVELOPMENTS

Procuring Entity: National Housing Trust

Scope: Supply, deliver and install roof covering materials for the Yeast Plant & Masemure Housing Developments.

NCC Grade/Category: Minimum Grade 3 rating in the category of Roofing.

Tender Security: N/A

Procurement Method: Local Competitive Bidding

Contact Information: Manager, Procurement Unit

Address of Entity: 4 Park Boulevard, Kingston 5

Telephone Number(s): 876-929-6500-9, Ext. 7270/7279; 876-929-6529 (Straight line)

Email Address: procurement@nht.gov.jm

Bid packages are available at a cost of \$1,000.00 (non-refundable) from **Tuesday, October 16, 2018**. Bids must be submitted on or before **10 a.m. on Wednesday, November 7, 2018**; public opening of bids same day immediately following bid submission deadline. Please visit the website at www.nht.gov.jm for the details.

Note: Failure to directly purchase the Tender/Bid Documents from the NHT will result in ineligibility of that bid from participating in the procurement process.



SUPPLY OF UPVC CASEMENT WINDOWS YEAST PLANT, MASEMURE & CASHEW GROVE HOUSING DEVELOPMENTS

Procuring Entity: National Housing Trust

Scope: The supplier will be required to supply, deliver and install UPVC casement windows for three (3) of the following Housing Developments:

- Lot # 1 – Yeast Plant;
- Lot # 2 – Masemure; and
- Lot # 3 – Cashew Grove

Note: Three (3) separate contracts will be awarded from this tender process. Therefore, suppliers are permitted to bid on one (1), two (2) or all three (3) locations.

NCC Grade/Category: Hardware & Haberdashery **OR** General Supplies specializing in windows and doors

Procurement Method: Local Competitive Bidding

Contact Information: Manager, Procurement Unit

Address of Entity: 4 Park Boulevard, Kingston 5

Telephone Number(s): 876-929-6500-9, Ext. 7279/7269

Email Address: procurement@nht.gov.jm

Bid packages are available at a cost of \$1,000.00 (non-refundable) from **Tuesday, October 16, 2018**. Bids must be submitted on or before **10 a.m. on Tuesday, November 6, 2018**; public opening of bids same day immediately following bid submission deadline. Please visit the website at www.nht.gov.jm for the details.

Note: Failure to directly purchase the Tender/Bid Documents from the NHT will result in ineligibility of that bid from participating in the procurement process.