



GOJ PUBLIC PROCUREMENT PAGE

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:

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.

MINISTRY OF FINANCE & THE PUBLIC SERVICE

Invitation for Bids

Build-out of Public Procurement Commission Offices Bid No. MOF-PROC# – 0769/2018

The Ministry of Finance & the Public Service (MoFPS) invites eligible and qualified Contractors to submit bids electronically for the proposed build-out of the Public Procurement Commission (PPC) offices, 3rd floor, Panjam Building, 60 Knutsford Boulevard, Kingston 5.

Funding: Funding will be provided by the Government of Jamaica.

Scope of Works: The works include but is not limited to installation of new drywall partitions, tiling, carpentry, acoustic ceilings, electrical works, heating and ventilation, plumbing as well as painting.

Procurement Method: Local Competitive Bidding

Eligibility Criteria: Valid NCC in the category of **Interior Construction Grade 1 or Building Construction Grade 2 minimum** Valid Tax Compliance Certificate (TCC)

Availability of

Bidding Document: Bidding Documents will be available for download on the Government of Jamaica electronic tendering platform from **Monday October 29, 2018 at www.gojep.gov.jm.**

Site Visit: A site visit is scheduled for **Thursday November 1, 2018 at 10:00 a.m.**

Deadline: Tenders must be submitted on the electronic tendering platform no later than **Friday November 9, 2018 at 3:00 p.m.** Late submissions will automatically be rejected by the system.

This is an online Tender where tenders will only be made available and accepted via electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) of bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, suppliers must be registered and trained to use the Electronic Procurement System @ www.gojep.gov.jm.

For assistance in regard to registration, training, access to tender document and uploading of bids, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Service Desk at: 876-932-5220, 876-932-5246, 876-932-5253/ 876-932-5251/876-932-5244.

Interested bidders may obtain further information from:

**Acting Director, Procurement
Ministry of Finance and the Public Service
30 National Heroes Circle
Kingston 4
876-932-4647
ericka.fearon@mof.gov.jm**

OFFICE OF THE CABINET REQUEST FOR PROPOSAL

The Office of the Cabinet, Public Sector Transformation and Modernisation Division (PSTMD) requires firms to submit proposals to provide technical assistance for the following:

RFP#2018/001: REFORM OF JAMAICA ARCHIVES AND RECORDS DEPARTMENT'S (JARD's) INSTITUTIONAL FRAMEWORK AND INFRASTRUCTURE TO SUPPORT IMPLEMENTATION OF THE GOVERNMENT OF JAMAICA'S RECORDS AND INFORMATION MANAGEMENT PROGRAMME

The details of the engagement are included in the Request for Proposal document which will be available for download as at **Tuesday, October 30, 2018** on the Government of Jamaica Electronic Procurement website (www.gojep.gov.jm). Registration on the Electronic Procurement website is a prerequisite for Consultants to participate in the Tender and therefore instructions (relating to registration) are available on the website.

Procurement Method: Local Competitive Bidding

Source of Funding: Project is funded by the Government of Jamaica (GOJ). The GOJ Handbook of Public Sector Procurement Procedures, 2014 will guide the process.

The closing date for the submission of proposal is **Tuesday, December 4, 2018 at 1:00 p.m. (Jamaica Time)**. Online Bid Opening takes place thereafter on the same day (**on Tuesday, December 4, 2018**) at **1:15 p.m. (Jamaica Time)**. An online bid opening report will be sent to all Bidders that submitted a proposal.

Late submissions will **not** be accepted.

Further information may be obtained from:

**The Procurement Officer
Office of the Cabinet
Public Sector Transformation and Modernisation Division
Room 219 (Upstairs), 2A Devon Road
Kingston 6
Jamaica, West Indies**

This is an online Tender where tenders will only be accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) will be accepted and there will be no physical tender box for drop-off of Tender documents. To obtain the Tender documents and to participate in the Tender opportunity, you must first be registered in the portal.

To register as a Consultant on the e-GP System, Select the link, Register as a Supplier from the Home page. System User Manual can also be accessed by selecting the User Manual option.

For assistance, in registration or to receive training, please contact the support desk at: 876-932-5220 or select the Contact us link from the Home page to send an email.

NOTICE

PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:

jisadvertising@gmail.com, procurement@jis.gov.jm