



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.



Jamaica Customs Agency

INVITATION FOR BIDS

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the **Request for Proposals for Architectural Services for the Expansion of the Main Administration Building at Jamaica Customs Agency.**

Procuring Entity: Jamaica Customs Agency

Scope: Architectural Services

Procurement Method: National Competitive Bidding

Eligibility Requirements: Copy of a current Professional Registration Certification with the Architects Registration Board and Tax Compliance Certificate or Tax Compliance Letter clearly showing the expiration date.

Availability of Tender Documents: Bidding documents will be available for download as at **Tuesday, December 04, 2018** on the Government of Jamaica electronic Procurement website (www.gojep.gov.jm).

Deadline for Bid Submission: Bids must be submitted online via www.gojep.gov.jm on **Friday, December 28, 2018 at 12 noon. Late Bids will be automatically rejected by the System.**

Bid Opening: An online bid opening will take place on **Friday, December 28, 2018 at 12:15 p.m.**

An online bid opening report will be sent to all bidders who submitted a proposal.

Contact Information: Director of Administration (Acting) naidine.samuels@jacustoms.gov.jm

Address: Jamaica Customs Agency
Myers Wharf, Newport East
Kingston 15
Telephone no. 876-922-5140-9
Fax no. 876-948-6920

This is an online Tender where tenders will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) 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 first be registered on the Government of Jamaica Electronic Procurement System via the platform at www.gojep.gov.jm. To register, please select the "Register as a supplier" link from the system home page.

For assistance regarding training, download of tender documents and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at: 876-932-5220/932-5246/932-5253 or via email at papucustomer@care@mof.gov.jm.



Jamaica Customs Agency

INVITATION FOR BIDS

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the **Refurbishing of Elevator at Jamaica Customs Agency Corporate Office.**

Procuring Entity: Jamaica Customs Agency

Scope: Refurbishing of Elevator at Jamaica Customs Agency Corporate Office

NCC Category: Elevator, Escalator and Moving Walkways (Grades 1-3)

Procurement Method: National Competitive Bidding

Eligibility Requirements: Copy of a valid National Contracts Commission Registration and Tax Compliance Certificate or Tax Compliance Letter clearly showing the expiration date.

Availability of Tender Documents: Bidding documents will be available for download as at **Monday, December 3, 2018** on the Government of Jamaica electronic Procurement website (www.gojep.gov.jm).

Deadline for Bid Submission: Bids must be submitted online via www.gojep.gov.jm on **December 28, 2018 at 11:00 a.m. Late Bids will be automatically rejected by the System.**

Bid Opening: An online bid opening will take place on **December 28, 2018 at 11:15 a.m.** An Online bid opening report will be sent to all bidders who submitted a proposal.

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