



GOJ PUBLIC PROCUREMENT PAGE



GOVERNMENT OF JAMAICA

Ministry of Industry, Commerce, Agriculture and Fisheries Essex Valley Agriculture Development Project

CONSULTANCY SERVICES – MARKETING SPECIALIST

REQUEST FOR EXPRESSIONS OF INTEREST – INDIVIDUAL CONSULTANTS

The Government of Jamaica (GOJ) has received financing from the Caribbean Development Bank (CDB) – United Kingdom Caribbean Infrastructure Partnership Fund (UK CIF), in an amount equivalent to £35,515,000 towards the cost of the Essex Valley Agriculture Development Project (EVADP) and intends to apply a portion of the proceeds of this financing to eligible payments under a contract for which this invitation is issued. Payments by CDB will be made only at the request of the GOJ and upon approval by CDB, and will be subject in all respects to the terms and conditions of the Financing Agreement.

The Ministry of Industry, Commerce, Agriculture and Fisheries (MICAF) through a dedicated Project Execution Unit (PEU) intends to engage the services of a Marketing Specialist to support the implementation of the Project. The Consultant will be responsible for identifying and establishing marketing opportunities, contracts and linkages, which will promote investment in the project area as required by the Caribbean Development Bank and the Government of Jamaica in order to ensure the effective implementation of the project. The Consultant will be based in Kingston and will report to the Lead Consultant for the Enhanced Agricultural Production and Marketing Facilities and Systems who will be responsible for routine supervision and monitoring the progress of this consultancy.

The duration of this assignment is for a period of Twenty-Four (24) months.

MICAF now invites interested eligible individual consultants to submit Expressions of Interest (EOI) indicating their qualifications and experience required to provide this consultancy service.

Consultants shall be eligible if:

- (a) The persons are citizens or bona fide resident of an eligible country;
- (b) In all cases, the consultant has no arrangement and undertakes not to make any arrangements whereby any substantial part of the net profits or other tangible benefits of the contract will accrue or be paid to a person not a citizen or bona fide resident of an eligible country; and
- (c) In all cases, the consultant is not subjective to any restrictions under European Council Regulation No. 2580/2001 of 27 December 2001 or the Terrorism (United Nations Measures) 2009 of the United Kingdom with a view to combating terrorism.

Address One

Senior Director
Human Resource Management & Development
Ministry of Industry, Commerce, Agriculture & Fisheries
Hope Gardens, Kingston 6, Jamaica, W.I.
Tel. No: +876-927-1731/876-618-0691
Email to: hrm@micaf.gov.jm AND evadp@nic.gov.jm

Eligible countries are member countries of CDB.

Prospective candidates should have at a minimum:

- a) At least a Master's Degree in Marketing, Business Administration, Management or related area from a recognized institution;
- b) A minimum of five years' experience in Marketing within the agricultural industry or similar position. Experience working with international and donor organizations with implementation of participatory projects will be considered an asset;
- c) Experience in preparing marketing strategies and marketing plans;
- d) Experience in agri-business, agri-based small medium enterprise development;
- e) Understanding of financing options for business start-ups and business expansion;
- f) Strong analytical and operational knowledge of agri-business;

All information must be submitted in English. Further information may be obtained from the first address below between **8:00 a.m. and 4:00 p.m. Monday to Friday.**

Four (4) hard copies of the EOI must be received at the first address below no later than **2:00 p.m. on February 28, 2019** and one hard copy must be sent simultaneously to CDB at the second address below. The sealed envelope containing each submission should include the name and address of the applicant and shall be clearly marked "**Expressions of Interest-Consultancy Services for Marketing Specialist – Jamaica.**"

Following the assessment of submissions, the most technically capable and appropriately experienced applicant will be invited to negotiate a contract to provide the consultancy services. GOJ reserves the right to accept or reject late applications or to cancel the present invitation partially or in its entirety. It will not be bound to assign any reason for not engaging the services of any applicant and will not defray any costs incurred by any applicant in the preparation and submission of EOI.

Address Two

Procurement Officer
Procurement Policy Unit
Caribbean Development Bank
P.O. Box 408, Wildey
St. Michael
Barbados, W.I.
Tel: +246-431-1600
Fax: +246-426-7269
Or email: procurement@caribank.org

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@mf.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.

NOTICE
PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:
jisadvertising@gmail.com, procurement@jis.gov.jm