



REQUEST FOR EXPRESSIONS OF INTEREST  
CONSULTANCY SERVICES

Jamaica Access to Finance for MSME Project  
**ASSIGNMENT:** Consultant to Enhance and Authenticate a Review of the Legal and Regulatory Framework for Private Equity and Venture Capital in Jamaica

**REFERENCE NO.:** P152307  
**SELECTION METHOD:** Selection of Individual Consultants

The Development Bank of Jamaica (DBJ), through the Government of Jamaica (GOJ), has received financing from the World Bank and intends to apply it towards the cost of Access to Finance for MSME Project, specifically to Component 2: Supporting an SME Fund for risk capital financing to SMEs with sub activity Consultancy, Review of the Legal and Regulatory Framework for Private Equity and Venture Capital in Jamaica.

The consulting services ("the Services") include the Enhancement and Authentication of a draft Review of the Legal and Regulatory Framework for Private Equity and Venture Capital in Jamaica over a three (3) month period. The objective of this assignment is to (i) provide the GOJ, through the DBJ, with a broad understanding of the legal and regulatory framework necessary for Private Equity and Venture Capital (PEVC) investments in Jamaica (whether through onshore or offshore vehicles), and (ii) to make recommendations on the legal/regulatory and institutional reforms that will be the catalyst to increase PEVC investments. Based on the analysis, the Consultant will be required to submit recommendations on where a hybrid Small Medium Enterprise (SME) Fund (currently proposed to be anchored by the GOJ should be registered, offshore versus onshore, identifying the legal/regulatory/taxation framework within which the proposed SME Fund would operate.

The DBJ now invites eligible Consultants ("Individuals") to indicate their interest in providing consultancy services for the specialized area. Interested Consultants should provide their information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The qualifications criteria are:

- Attorney with an advanced degree in law and at least 5 years work experience in the legal field
- Specific international experience related to legal issues on the private equity and venture capital sector in multiple regions.
- Significant experience in the development of legal documents
- Experienced in consultative research and producing high quality analyses
- Excellent communication skills in English
- Familiarity with local legal context in Caribbean region/ Jamaica is a plus
- Experience working with the public sector in the legal field is also a plus

The Terms of Reference may be downloaded from the DBJ's website: <http://www.dbankjm.com>.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers in Procurement regulations for IPF Borrowers, Procurement in Investment project Financing Goods, Works, Non-consulting services and consulting Services July 2016, revised November 2017 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Open **Competitive Selection of Individual Consultants** set out in the Consultant Guidelines, Section VII: Approved Selection Methods on page 54, Item 7.36-7.

Further information may be obtained by sending an email to: [acesstofinance@dbankjm.com](mailto:acesstofinance@dbankjm.com) or fax 876-929-6055 or mail to the address below.

Expression of Interest must be delivered in writing to the address below (in person, by mail, fax or email) no later than **Friday, March 8, 2019 at 4:00 p.m.**

**Development Bank of Jamaica**  
**Attn: Procurement Specialist/Project Coordinator**  
**Enhancement and Authentication of a draft Review of the Legal and Regulatory Framework for Private Equity and Venture Capital in Jamaica**  
**11-15 Oxford Road, Kingston 5**  
**Jamaica, West Indies**  
**Tel: 876-929-4000/876-619-4000**  
**Fax: 876-929-6055**  
**Email: [acesstofinance@dbankjm.com](mailto:acesstofinance@dbankjm.com)**



**Tourism Product Development Company Limited**

**INVITATION TO TENDER**

**Architectural Consultancy Services for  
Devon House Development Company Limited, St. Andrew**

**Procuring Entity:** Tourism Product Development Company Limited (TPDCo)

**Scope:** The Consultant/Architect will be required to prepare the requisite documentation and provide the required professional services to meet the objective of the Project.

**Eligibility Criteria:** Up-to-date Tax Compliance Letter or Tax Compliance Certificate if current/not expired

**Procurement Method:** Local Competitive Bidding

**Collection Date:** As of **February 20, 2019 to March 1, 2019 (9:00 a.m. - 4:00 p.m. Mondays - Fridays)**  
TPDCo, 64-70 Knutsford Boulevard, Kingston 5

**Note:** Failure to directly purchase the Tender Document from the Tourism Product Development Company Limited will result in the ineligibility/non-responsiveness of that bid from participating in the procurement process.

**Cost of Tender Document:** \$3,000.00

**Bid Validity Period:** 120 days after bid closing date

**Bid Submission Deadline:** **March 5, 2019 at 11:00 a.m.**

**Bid Opening:** **March 5, 2019 at 11:15 a.m.**

**Contact Information:** Procurement Unit

**Tel:** 876-968-3441 Ext. 5390 or 5396

**Email:** [procurement@tpdco.org](mailto:procurement@tpdco.org)

For full details, please visit the Tourism Product Development Company Limited's website at [www.tpdco.org](http://www.tpdco.org)

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

For Bookings Email:  
[jsadvertising@gmail.com](mailto:jsadvertising@gmail.com),  
[procurement@jis.gov.jm](mailto:procurement@jis.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:

- Verify Supplier's details;
- Allow for retrieval of Tax Compliance information for Supplier and;
- 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:

- Login to the system ([www.gojep.gov.jm](http://www.gojep.gov.jm));
- Select the Supplier management link (under the Supplier Administration section on the left);
- Select the Edit organisation link/button;
- For the Taxation Registration Number (TRN): prompt – Enter your organisation's nine (9) digit TRN (no space or dashes). See TRN rules below;
- 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:
  - 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;
  - Tax eligibility information for your organisation will print on the Tender Opening Reports generated by the system;
  - 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.
- 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](mailto: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.