



GOJ PUBLIC PROCUREMENT PAGE

Bulletin #1/2019

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 information (TCC/TCL) on the Government of Jamaica Electronic Government Procurement (GOJEP) System.

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 Contract Commission (NCC) registration system using the suppliers TRN as shared identifier between both systems.

To update your Organization's TRN and Tax Compliance data in the e-Tendering system, Supplier Admin Users must execute the following steps:

- I. Log in 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 organization's nine (9) digit TRN (no space or dashes). See TRN rules below;
- V. For the Taxation Compliance Reference (TCC/TCL) # prompt – Enter the last TCC# issued to your Organization by the Tax Administration Jamaica (TAJ), if one was issued. By completing this task:
 - a. Your Organization's Taxation Compliance Expiration Date information will be retrieved from the TAJ Taxation system and displayed on your Organization's record in GOJEP;
 - b. Tax eligibility information for your Organization 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 Organization's tax compliance status. Upon the expiration and renewal of your Tax Compliance, 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:		
Organization Type	Format	Rules
1 Limited Liability Incorporated	000009999	TRN must begin with 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.



Invitation to Bid

The Jamaica Tourist Board (JTB) is reviewing the assignment of its marketing and sales representation agency in the Latin American territory and is inviting expressions of interest from suitably qualified candidates with a proven, strong track record of sales and marketing representation to be considered for review. The JTB directs the marketing and sales activities for destination Jamaica – one of the world's leading tourist destinations.

Our overall objective is to find the best sales and marketing representation agency partner that will ultimately help the JTB meet the company's goal of attracting more visitors from the core Latin American markets of Argentina, Brazil, Chile, Colombia, Peru and Mexico. The main responsibilities and deliverables of the consultants/firms are as follows but not limited to:

- Develop and expand relationships with tour operators, airlines, travel agents selling Jamaica and other industry partners from core Latin American markets
- Strategically grow, organize, and update travel and product databases for the territories selling Jamaica.
- Develop and implement sales plans in the core Latin American markets.
- Plan and manage travel trade shows, consumer shows and exhibitions, roadshow and event coordination, to raise awareness and interest in the destination, within the travel trade industry in primary and secondary markets.
- Develop new schedule and charter air service from core markets while working closely with existing carriers to seek out new gateways.
- Develop and implement effective travel agent training and wholesale product discussions.

Firms interested in being considered for this assignment are invited to submit an updated agency profile demonstrating their experience in similar assignments, which meets the minimum eligibility criteria:

- Proof that the agency has been in operation no less than 5 financial years.
- Certificate of Incorporation, Partnership or Business registration.

In the assessment of submissions, consideration will be given to:

- Technical competence,
- Qualifications and experience,
- Regional experience on similar assignments,
- Financial capability, and
- Commitments.

It is recommended that proposals should be no longer than 10 pages. All information must be submitted in English.

The credentials presentation is the initial step in the review process. Following the assessment of submissions, a shortlist of not less than three and not more than six applicants will be provided with full terms of reference, and invited to submit Technical and Financial Proposals to undertake the assignment. JTB 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 shortlisting any applicant and will not defray any costs incurred by any applicant in the preparation and submission of Expressions of Interest.

Expressions of Interest should be received at the JTB headquarters in Kingston by **4:00 p.m. (local time) on Tuesday, April 30, 2019** and should be submitted in electronic format only. Submissions should be addressed to:

LATAM Marketing and Sales Representation Agency Review 2019
The Jamaica Tourist Board
64 Knutsford Boulevard, Kingston 5, Jamaica, W.I.
Email: latam.representation2019@visitjamaica.com



HEART Trust/NTA

INVITATION TO TENDER Cardiff Hotel & Spa, St. Ann

Scope: Renovation of conference facilities at the HEART Trust /NTA Cardiff Hotel & Spa located in Cardiff Hall, Runaway Bay, St. Ann

Eligibility Criteria: Valid Tax Compliance Certificate/Tax Compliance Letter
A copy of a valid National Contracts Commission (NCC) registration certificate, Minimum **Grade 2** rating in the category of **"Interior Construction Works"**.

Procurement Method: Local Competitive Bidding

Contact: Mr. Handel Blake, Procurement Officer

Address of Entity: Procurement Department
6b Oxford Road, Kingston 5

Telephone No(s): 876-929-3410-8

Email Address: handel_blake@heart-nta.org

Collection and Submission Information:

Tender packages which are available at no cost may be collected from the Procurement Department 6B Oxford Rd, Kingston 5. Bidding documents will be available as of **April 1-8, 2019** between **9 a.m. and 4 p.m. Mondays to Fridays.**

A Mandatory Site visit is scheduled for Friday, April 12, 2019 at 11 a.m.

Bids should be returned on or before **10 a.m. on Thursday, April 18, 2019.** Opening is the same day at **10:15 a.m.**



PEST CONTROL SERVICES

Procuring Entity: National Housing Trust

Scope: The successful contractor will be required to:
• Undertake quarterly inspections (indoor and outdoor) and service calls as required;
• Identify and eradicate breeding sites for pests/insects; and
• Maintain records of services for each location.

NCC Grade/Category: General Services specializing in Pest Control Services **OR** Pesticide Control Services **OR** Pest Control Management Services.

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. 7294/7279

Email Address: procurement@nht.gov.jm

Bid packages are available at a cost of \$1,500.00 (**non-refundable**) from **Monday, April 1, 2019.** Bids must be submitted on or before **11 am on Thursday, May 2, 2019;** public opening of bids follows immediately after bid submission deadline. Please visit the website at www.nht.gov.jm for the details.