



INVITATION TO BID

PROCURING ENTITY: BANK OF JAMAICA

SCOPE: Supply and Installation of Exhaust & Fresh Air Fans

NCC GRADE &/OR CATEGORY: Heating, Ventilation, Air-conditioning & Refrigeration – min. Grade 3

SITE VISIT: **Wednesday, 22 May 2019 at 11:00 a.m.**

CONTACT INFORMATION: Head of Procurement, Procurement Administration Section

ADDRESS OF ENTITY: Nethersole Place, Kingston

TELEPHONE NO(S): 876-922-0750-9

FOR ADDITIONAL INFORMATION: bojtender@boj.org.jm

COST OF TENDER DOCUMENT: No cost. Download document from the Bank's website www.boj.org.jm

DEADLINE FOR SUBMISSION: **Friday, 7 June 2019 at 10:00 a.m.**

Please note that notwithstanding the information provided in this Advertisement the final instructions to bidders is the RFP and any notification that may be posted on the Bank of Jamaica's website. Bidders are therefore required to monitor the website for the most current information.



Tourism Enhancement Fund
Invitation to Bid

TEF Theming of the Artisan Village at Hampden Wharf

The Tourism Enhancement Fund (TEF) invites tenders from suitably qualified entities to carry out Architectural and Construction Management Services.

Scope of Works

The Tourism Enhancement Fund (TEF), an Agency of the Ministry of Tourism, is undertaking the development of an Artisan Village at Hampden Wharf. This is a heritage site and the Artisan Village will reflect this sensibility. The Artisan Village will open to the public in December 2019. The activities at the Artisan Village at the Hampden Wharf are to be themed around RUM AND SUGAR. The space is to be themed to look like a seaport from which RUM AND SUGAR is exported. This subject includes all the players in Falmouth's past and present and underpins Jamaica's past. As such, Design Services are being sought to:

- a. Conduct an assessment of the property,
- b. Prepare a scope of work
- c. Produce concept designs and detail design proposals
- d. Financial proposals for services
- e. Designs will be subject to the conditions of the assessment report and proposed use of the property to be provided by the Clients (TEF)
- f. Conduct Contract Administration of all works ensure that the works are aligned with the overall plans for the creation of the proposed theme.
- g. Conduct project closeout to include as built designs, maintenance plans etc.

Proposals will be accepted for completing this project.

Tender Requirements

Bidders must submit the following for eligibility at the time of the Opening:

1. Technical Proposal
2. Financial Proposal
3. Copy of a valid and current Tax Compliance Certificate (TCC)
4. Proof of a valid registration with the Architects' Registration Board.

Failure to adhere to the above will result in automatic disqualification of bid.

Tender Process

Tender Documents will become available as at **Tuesday, May 21, 2019** between **9:00 a.m. and 4:00 p.m.** at the Office of TEF, 2nd Floor, PanJam Building, 60 Knutsford Boulevard, Kingston 5.

Submission of Tenders

Applications for prequalification must be submitted in sealed envelopes clearly marked:

“REQUEST FOR PROPOSAL – TEF THEMING OF THE ARTISAN VILLAGE AT HAMPDEN WHARF”

and placed in the designated tender box, located in the lobby area of TEF Offices on or before **10:00 am Friday, 28th June 2019**. Any proposal received after the closing time for submission of proposals shall be returned unopened. All queries concerning the proposal shall be made in writing to: **Procurement Officer, Tourism Enhancement Fund, 2nd Floor, PanJam Building, 60 Knutsford Boulevard, Kingston 5, Telephone: 876-908-5970**

Tender Opening

The tender opening will be at **10:15 a.m. on Friday, 28th June 2019** in the Conference Room at TEF's Office located on the 2nd Floor, 60 Knutsford Boulevard, Kingston 5, and it is open to the public. Interested consultants or their authorized representatives are invited to attend the opening.