



## 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](http://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@care@mof.gov.jm](mailto: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.



## National Environment & Planning Agency

### Request for Proposal For Regulatory Impact Assessment

**Institution:** National Environment & Planning Agency  
**Country:** Jamaica  
**Project:** Plastic Waste Minimization Project: Enhancing the legislative framework in Jamaica to support the development and implementation of a national sustainable consumption and production programme to reduce marine litter from plastics generated from land-based activities  
**Sector:** Environment & Natural Disaster  
**Loan/Credit/Grant No.:** S1-32JCL-00007 P133JCL-000038  
**Scope:** Individual Consultant to Undertake a Regulatory Impact Assessment (RIAS)  
**Selection Method:** Quality and Cost-Based Selection  
**Deadline:** 23 July 2019

The Government of Jamaica, through the United Nations Environment Programmes, has received financing from the UN Environment International Environmental Technology Centre through Japan Government Funding and it intends to apply part of the proceeds engagement of an **Individual Consultant** to conduct regulatory impact assessment (RIAS) on plastic waste/ plastic packaging including Polystyrene, and their economic and social short, medium and long-term impacts on the terrestrial and marine environment in Jamaica.

The National Environment & Planning Agency (NEPA), executing agency for the project, now invites eligible individual consultants ("Consultants") to submit proposal with detailed Curriculum Vitae (CVs) to undertaking the regulatory Impact Assessment (RIAS) consultancy. The main purpose, of the consultancy, is to undertake a regulatory impact assessment (RIAS) on plastic waste/plastic packaging including Polystyrene, and their economic and social short, medium and long-term impacts on the terrestrial and marine environment in Jamaica. Provide recommendation for the best course of action regarding the management of plastic waste, plastic packaging materials inclusive of Polystyrene.

To participate in this procurement opportunity, Consultants must first be registered on the Government of Jamaica Electronic Procurement System via the platform at [www.gojep.gov.jm](http://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/TOR and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at 876-932-5220/932-5253 or email [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm).

Further information can be obtained from the Procurement Officer; Tel: 876-754-7540 or email [procurement@nepa.gov.jm](mailto:procurement@nepa.gov.jm).

**Bid Submission Date:** Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **3:00 p.m. or 15:00 hours Jamaica time on Tuesday, July 23, 2019.**

**Late Proposals will be automatically rejected by the system.**

A valid Tax Compliance Letter (TCL)/Tax Compliance Certificate (TCC) from the Tax Administration Jamaica (TAJ) must be submitted with the Proposal.



## National Environment & Planning Agency

### Request for Proposal for Conducting Awareness Raising, Capacity Building, Policy Dialogue and Knowledge Building

**Institution:** National Environment & Planning Agency  
**Country:** Jamaica  
**Project:** Plastic Waste Minimization Project: Enhancing the legislative framework in Jamaica to support the development and implementation of a national sustainable consumption and production programme to reduce marine litter from plastics generated from land-based activities  
**Sector:** Environment & Natural Disaster  
**Loan/Credit/Grant No.:** S1-32JCL-00007 P133JCL-000038  
**Scope:** Consulting firm for awareness raising, capacity building, policy dialogue and knowledge building  
**Procurement Method:** Local Competitive Bidding  
**Bid Validity Period:** 90 days after bid closing date  
**Deadline:** 22 July 2019

The Government of Jamaica through the United Nations Environment Programmes has received financing from the UN Environment International Environmental Technology Centre through Japan Government Funding and it intends to apply part of the proceeds engagement of a Firm to conduct awareness raising, capacity building, policy dialogue and knowledge building for the project.

The National Environment & Planning Agency (NEPA), the executing agency for the project, now invites eligible consulting firms ("Consultants") to submit technical and financial proposals to undertake the **awareness raising, capacity building, policy dialogue and knowledge building**. The main purpose, of the consultancy, is to undertake a communication campaign, national dialogue and public awareness programme on plastic waste including Styrofoam and their impact on the terrestrial and marine environment in Jamaica, and support the implementation of a 4R's programme (reduce, refuse, reuse, recycle) among others.

This is a physical tender process where tenders will only be accepted via tender box that will be made available at the address listed below in hard copies. Firms may associate in the form of a joint venture (JV).

To participate in this tender opportunity, suppliers must first download the bidding document from NEPA's website at [www.nepa.gov.jm](http://www.nepa.gov.jm).

The deadline for submission of Proposals is **3:00 p.m. Jamaica time on Monday, 22 July 2019**. Late Proposals will be rejected. The selection method is Quality and Cost-based Selection.

**Late Proposals will be automatically rejected.**

A valid Tax Compliance Letter (TCL)/Tax Compliance Certificate (TCC) from the Tax Administration Jamaica (TAJ) must be submitted with the Proposal.

Further information can be obtained at the address below during office hours **08:30 - 16:30 hours**.

**Attn: National Environment and Planning Procurement Officer**  
**11 Caledonia Avenue, Kingston 5**  
**St. Andrew, Jamaica**  
**Tel: 1-876-754-7540. Fax: 1-876-754-7596**  
**Email: [procurement@nepa.gov.jm](mailto:procurement@nepa.gov.jm)**