



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.



HOUSING AGENCY OF JAMAICA LIMITED

INVITATION TO BIDS (ITB) PROCUREMENT OF LAND SURVEYING SERVICES FOR A SEWAGE TREATMENT PLANT AT BARRETT HALL, ST. JAMES BID No. W/19-003

The Housing Agency of Jamaica Limited (HAJL) invites Engineer Consultancy Firms with suitable experience and resources to submit proposals for the **Procurement of Land Surveying Services for a Sewage Treatment Plant at Barrett Hall, St. James.**

The Scope of Works and Specifications includes Pre-Checked Boundary Survey and Pre-Checked Topography Plan as per Terms of Reference (TOR) which is included in the Request for Proposal Document (RFP).

Eligibility Criteria

Interested bidders must submit the following with their bids:

1. Copy of valid Tax Compliance Letter (TCL) or valid Tax Compliance Certificate (TCC).
2. A Commissioned Land Surveyor's Certificate

Collection of Bidding Documents

Request for Proposals (RFP) Documents will be available in the Procurement Unit located on the 2nd Floor, Housing Agency of Jamaica Limited, 13 Caledonia Avenue, Kingston 5, as of **Thursday, July 11, 2019 between 10:00 a.m. and 4:00 p.m.** for a non-refundable fee of **Two Thousand Dollars (J\$2,000.00)** payable by debit card or by lodgement to HAJL's NCB Account using the Customer #99-555555.

Clarifications

Clarifications related to this bid may be directed to jerome.aikman@hajl.gov.jm, from the date of **July 11, 2019** and no later than **Friday, July 19, 2019**.

Deadline for Submission of Bids

Bids shall be valid for a period of **Ninety (90) days** after the tender closing deadline and shall be deposited in the tender box labeled **"Procurement of Land Surveying Services for a Sewage Treatment Plant at Barrett Hall, St. James"** in the Procurement Unit, 2nd Floor, Housing Agency of Jamaica Limited, 13 Caledonia Avenue, Kingston 5, before or at the tender deadline of **Thursday, July 25, 2019 at 2:00 p.m.** Late bids will be rejected.

Bid Opening

Bids will be opened at the Housing Agency of Jamaica's 4th Floor Meeting Room, 13 Caledonia Avenue, Kingston 5 on **Thursday, July 25, 2019 at 2:15 p.m.** Bidders and/or their representatives are invited to attend the opening.

The Housing Agency of Jamaica Limited is not obliged to accept the lowest or any bid and reserves the right to terminate the bidding process at any time prior to the award of contract without incurring any liability to any of the participants.



Development Bank of Jamaica Limited
Facilitating Economic Growth & Development

REQUEST FOR PROPOSAL

CUSTOMER RELATIONSHIP MANAGEMENT SYSTEM RFP# DBJ-019/12

The Development Bank of Jamaica (DBJ) is seeking proposals from qualified firms for the procurement and implementation of a Customer Relationship Management System (CRMS). The CRMS must be efficient, user-friendly and easy to maintain.

The Scope of Work includes, but is not limited to the following:

1. Client/Account name, address, TRN and profile;
2. Client contact diary to track date, time and description of events such as applications, approvals, disbursements, results of field audits and where relevant, results of impact assessment studies.
3. Various user access levels (Administrator, Supervisor, etc.)
4. Manage and track projects.
5. Provide various customized Reports on Sales and Capacity building activities.
6. Track all client contact (calls, emails, appointments, letters, etc.).
7. Capture new leads through website, App (Android & IOS) and file import.

The DBJ invites you to respond to the **Request for Proposal (RFP)** which will be available for download via the electronic portal (www.gojep.gov.jm) by **Tuesday, July 9, 2019**. Bidders are required to submit a Valid Tax Compliance Letter (TCL), clearly stating expiration date and a valid National Contracts Commission (NCC) Certificate.

Procurement Method: Local Competitive Bidding

For Submission of Bids:

- Bidders must first be registered on the Government of Jamaica Electronic Procurement System at www.gojep.gov.jm. To register, please select the "Register as a supplier" link from the system's home page.
- Bids must be submitted online via www.gojep.gov.jm by **Friday, July 26, 2019 at 3:00 p.m. (EST)**.
- An online bid opening will take place on **Friday, July 26, 2019 at 3:15 p.m.**
- **Deadline for Clarification:** All requests for clarification should be submitted on or before **July 19, 2019** via the electronic portal.

For assistance regarding training, download of tender document and upload of tender proposals, please contact the Ministry of Finance, Office of Public Procurement Policy Customer Care Desk at: 876-932-5220/932-5253/932-5246 or via email at oppccustomer@mf.gov.jm

For any other query contact the Procuring Entity:

Development Bank of Jamaica
11A - 15 Oxford Road, Kingston 5
Email: cmalcolm@dbankjm.com/mahlonjohnson@dbankjm.com