



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 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

I. Project

To provide Debt Recovery and Skip Tracing Services for two (2) years for the Students' Loan Bureau.

Ref No: RFP #: SLB/LCB/19/03

II. Tender Requirements

The following documents must be submitted in tenders:

- Valid Tax Compliance Certificate (TCC)
- Company profile
- List of key personnel
- Qualification and experience
- Proof of valid registration with the Public Procurement Commission (PPC), formerly NCC.

Tenders that are not accompanied by the above-mentioned documents will be regarded as non-compliant and will be rejected.

III. Tendering

Tendering period: 14 days

Tender validity period: 90 days

IV. Collection of Bid Documents and Tender Participation:

Interested Bidders should collect bid document at the address given below as of **July 30, 2019, 12:00 p.m.** from:

The Cashier
Students' Loan Bureau
1st Floor
Sagicor Sigma Building
63-67 Knutsford Boulevard
Kingston 5.
Contact #: 876-619-4752 extension 5693
Email: procurement@slbja.com/sbrown@slbja.com

Tender documents cost: \$2,000.00 (non-refundable)

V. Deadline for Bid Submission

Completed tender documents along with all required enclosures must be placed in plain envelope clearly marked:

“SLB/LCB/19/03 – Debt Recovery and Skip Tracing Services” and returned to the above-mentioned address.

Date of Return

of Tenders: August 13, 2019; 3:30 p.m. (local time)

Location of

**Tender Box: 2nd Floor, Sagicor Sigma Building
63-67 Knutsford Boulevard, Kingston 5**

Date of Opening: August 13, 2019; 3:45 p.m. (local time)

Location of

**Opening: 2nd Floor, Sagicor Sigma Building
63-67 Knutsford Boulevard, Kingston 5**

Tenders will be opened in the presence of Bidders or their representatives who choose to attend the Tender Opening.

Note: Bidders are entirely responsible for ensuring that Bids are deposited in the “Tender Box” on or before the date and time designated for the return of Tenders.

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

For Bookings Email:
jsadvertising@gmail.com,
procurement@jis.gov.jm



Invitation to Tender

Supply of Replacement Heat Exchanger Tubes for Effluent Condenser (E-4)

Scope: Petrojam Limited invites firms to submit tender for the Supply of Replacement Heat Exchanger Tubes for Effluent Condenser (E-4) in support of its business needs.

Eligibility:

INTERNATIONAL BIDDERS

- International bidders while not required to submit a Jamaican TCC and Public Procurement Commission (PPC) (formerly NCC) Letter of Registration at the time of bid submission, if successful, must demonstrate tax compliance in their country of registration **prior** to the contract award.

LOCAL BIDDERS

- Local bidders while not required to submit a Jamaican Tax Compliance Certificate and Public Procurement Commission (PPC) (formerly NCC) Letter of Registration at the time of bid submission, if successful, must provide Petrojam Limited with the following **prior** to contract signing:
 - A valid Jamaican Tax Compliance Certificate.
 - A valid Letter of Registration with the Public Procurement Commission (PPC) in the category of “General Services”.

Collection Date: A complete set of Bidding Documents in **English** will be available for download from **Tuesday, July 30, 2019** on the Government of Jamaica's Electronic Procurement website www.gojep.gov.jm. Registration instructions are available at www.gojep.gov.jm and all interested Applicants are required to register.

Submission Deadline: Applications must be submitted online via www.gojep.gov.jm no later than **Thursday, August 29, 2019 at 2:00 p.m. Jamaica time (UTC-05:00)**.

For additional information, please visit Petrojam Limited's website at <http://www.petrojam.com>

Petrojam reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time, without thereby incurring any liability to bidders.

This is an online managed tender, and bidding documents and bids will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copy) bids will be accepted and there will be no physical tender box for drop-off of bids. To participate in this tender opportunity, bidders must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm.

Please register on the e-GP System by selecting the Register as a supplier link from the home page.

For assistance and training, please contact the support desk at: 876-932-5220.



Supply of Friday Wear Polo Shirts

Procuring Entity:	The National Housing Trust (NHT)
Scope:	The successful supplier will be required to supply, deliver and off-load 3,316 Polo shirts.
NCC Grade/Category:	Textiles and Garments
Tender Security :	N/A
Procurement Method:	National Competitive Bidding
Contact Information:	Manager, Procurement Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Number(s):	929-6500-9, Ext. 7294/7279
Email Address:	Procurement@nht.gov.jm

Bid packages are available for download from the GOJ's e-procurement website at e-procurement website at <https://www.gojep.gov.jm>, from Tuesday, July 30, 2019. Bid must be submitted online on or before **Wednesday, August 21, 2019 at 11:00 am**; opening of bids will be done online via the e-procurement website at <https://www.gojep.gov.jm> on the same day, immediately following bid submission deadline. Please visit the website at www.nht.gov.jm for full details.