



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.

GOVERNMENT OF JAMAICA

MINISTRY OF ECONOMIC GROWTH & JOB CREATION (MEGJC)

Implementing Entity: Climate Change Division, Ministry of Economic Growth & Job Creation
Executing Agency: Forestry Department
Country: Jamaica
Project: Support for REDD+ Readiness Preparation in Jamaica
Grant No.: JAM-RS-003

The Ministry of Economic Growth & Job Creation (MEGJC) has received a readiness grant from the Green Climate Fund to assist Jamaica with the capacity building and planning mechanism to guide the country in becoming REDD+ ready, including the development of a REDD+ strategy. A portion of the grant will be used to engage a Consultancy firm (to include a Team Leader, Technical Lead (REDD+ Expert), REDD+ Communication Specialist and Social Safeguard and Gender Specialist). The Consultancy Firm ("Consultants") may outsource support specialists as required to support Jamaica in the development of its REDD+ Readiness Strategy.

The specific objective of the consultancy is: -

To develop a comprehensive National REDD+ Strategy for Jamaica through various studies/assessments and participatory approaches with key stakeholders in the forest sector. It will include the following activities:

- I. Support National REDD+ Readiness management arrangements;
- II. Facilitate information sharing and early dialogue (stakeholder mapping, REDD+ Communication Strategy and Plan, capacity building)
- III. Conduct a desk review of the country's existing capacity to respond to and resolve grievances and conflicts
- IV. Develop a National REDD+ Strategy and REDD+ Implementation Framework
- V. Conduct a gender assessment to inform the National REDD+ Strategy
- VI. Prepare two Draft GCF Concept Notes for REDD+ financing

The implementation period of the above-captioned project is twenty-eight months (28) months. However, the total consultancy work is twenty-four (24) months, commencing in September 2019.

The expressions of interest (EOI) will be evaluated based on the following criteria:

- (a) The Consultancy Firm must have at least 10 years working experience in the forest sector or in the environment field out of which at least 3-5 years in the area of REDD+.

Individual team members should have the following experience:

- The team leader should have at least seven years' experience and an advanced degree (Master's) in Environmental or Natural Resource Management, Project Management, International Studies or a related discipline
- The technical lead (REDD+ Expert) should have at least five to ten years of expertise in climate change mitigation assessments and at least an advanced degree (Master's) in Forestry, Climate Change, Natural Sciences, Environmental Policy, Carbon Finance or equivalent
- The REDD+ Communication Specialist should have at least five years' experience in the field of journalism, communications, external relations, public affairs, public relations or corporate communications

The Social Safeguard and Gender Specialist should have at least eight years' experience in social safeguards and gender mainstreaming and an advanced degree (Masters) in Humanities, Social Sciences, Gender Studies, Development Studies or similar field

- (b) Experience working within the Caribbean region or other Small Island Developing States on forestry related projects or programmes
- (c) Demonstrate success in the development and approval of REDD+ Readiness Proposals
- (d) Proven experience with Environmental and Social assessments
- (e) Extensive knowledge and understanding of international REDD+ policy developments
- (f) Proven experience in project management and leading teams in national and international projects
- (g) Proven experience in implementing capacity building interventions with community-based organisations
- (h) Proven experience in developing a REDD+ Strategy
- (i) A Communication Specialist who is a national of Jamaica

All positions will be open to equally qualified male and female applicants. Subcontracting and/or joint submissions are allowed.

The MEGJC now invites eligible Consultancy Firms to indicate their interest in undertaking this consultancy & to provide supporting documentation demonstrating the required qualifications and relevant experience to perform the consultancy. Further details on the EOI can be obtained at www.megjc.gov.jm.

Expressions of Interest (EOI) should not exceed fifteen (15) pages.

The Consultancy Firm will be selected in accordance with the procedures set out in the Government of Jamaica, Handbook of Public Sector Procurement Procedures Volume 3 and 4, March 2014. It is open to all eligible bidders as defined in the policies.

Method of selection: Quality-Based Cost Selection (QBCS) method set out in the Procurement Policies.

Expressions of interest (EOI) must be written in English and submitted via email in PDF format, by **3:00 p.m. (UTC-5) on Tuesday, July 23, 2019.**

Attention: UnaMay Gordon – Principal Director, Climate Change Division, Ministry of Economic Growth & Job Creation, 16A Half Way Tree Road, Kingston 5, Jamaica, West Indies. Tel: 876-633-7532; Email unamay.gordon@megjc.gov.jm

All EOIs will be opened at **3:15 p.m. on July 23, 2019.**

* Firms are to note that emails over 10MB in total may not be received by the Ministry of Economic Growth & Job Creation (MEGJC) IT system. Special arrangements must be made in advance with the previously named Ministry for the e-delivery of larger documents.

The MEGJC will not be responsible for any costs or expenses incurred by applicants in connection with the preparation or delivery of the expressions of interest (EOI).