



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.

MINISTRY OF LABOUR AND SOCIAL SECURITY

NATIONAL INSURANCE FUND

PROPERTIES FOR SALE

The National Insurance Fund, Ministry of Labour and Social Security invites sealed offers for the purchase of the following properties:

1. Two 1-Bedroom Apartments, Braemar Mews, Kingston 5
2. One 2-Bedroom Townhouse, Charlton Manor, Kingston 8
3. Three 3-Bedroom Townhouse, Kingsway Manor, Kingston 10
4. One 3-Bedroom Townhouse, Mona Great House Boulevard, Kingston 6
5. 104 Harbour Street, Kingston
6. 12 Millers Drive, Lucea, Hanover

APPLICATION:

All applicants must purchase an Information Memorandum, which sets out further details on the respective properties, as well as the requirements for the submission of an offer. These can be collected during the period, **July 22, 2019 to August 7, 2019, Monday to Friday between 9:00 a.m. and 3:00 p.m.** at the Reception Desk, National Insurance Fund, 4th Floor, 40 Knutsford Boulevard, Kingston 5, upon the payment of a non-refundable fee of JA\$2,000, payable to the National Insurance Fund by **Manager's Cheque** only.

Failure to directly purchase the Information Memorandum from the National Insurance Fund will result in the ineligibility/non-responsiveness of the offer.

SUBMISSION OF OFFERS:

All offers must be submitted in a plain, sealed envelope and labelled "**Offer to purchase – NAME OF PROPERTY**" along with the following:

a. INDIVIDUALS

- Copy of Taxpayer Registration Number (TRN)
- A copy of a National Identification: either Driver's Licence, Passport or Elector Registration Identification Card, certified by a Justice of the Peace

b. COMPANIES

- A valid Tax Compliance Certificate (TCC)
- Copy of Registration Certificate

DATE AND TIME FOR SUBMISSION OF OFFERS:

All offers must be deposited in the Tender Box located in the Reception Area, National Insurance Fund, 4th Floor, 40 Knutsford Boulevard, Kingston 5, no later than **3:00 p.m. on August 14, 2019**. No later offer will be accepted.

OPENING OF OFFERS:

A public opening of the offers will take place in the Boardroom, National Insurance Fund, 4th Floor, 40 Knutsford Boulevard, Kingston 5, at **3:15 p.m. on August 14, 2019**.

For further information, please contact:

Manager, Property and Projects

National Insurance Fund

40 Knutsford Boulevard

Kingston 5

Tel: 876-908-0019/20 Fax: (876) 908-0028

Email: secretariat@nif.gov.jm

The Ministry of Labour and Social Security/National Insurance Fund shall not be bound to accept any offer.

Ministry of Finance and the Public Service

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICE – FIRMS SELECTION)

JAMAICA

STRATEGIC PUBLIC SECTOR TRANSFORMATION PROJECT

LOAN NO.: 8406JM

ASSIGNMENT TITLE: FIRM TO UNDERTAKE THE TRANSFORMATION OF THE COMPANIES OFFICE OF JAMAICA PROJECT (TCOJP)

PROJECT

REFERENCE NO.: JM-MOFPS-114197-CS-QCBS

The Government of Jamaica (GOJ) has received financing from the World Bank towards the cost of Strategic Public Sector Transformation Project (SPSTP), and intends to apply part of the proceeds for consulting services.

The Strategic Public Sector Transformation Project (SPSTP), in collaboration with The Companies Office of Jamaica (COJ), is inviting firms to offer services for a functional/organizational review and restructuring of the COJ, and a radical redesign and modernization of all business processes. The ultimate objective is to improve the ease of doing business in Jamaica by creating an enabling environment for local and international investors to fuel economic growth and for the firm to manage the implementation of the restructuring of the COJ in order to respond to the needs of the revised business processes resulting from the review.

The consultancy will have duration of two hundred (200) days over a twelve (12) month period.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: Ministry of Finance and the Public Service, www.mof.gov.jm (documents > procurement opportunities) or can be obtained at the address given below.

The Ministry of Finance and the Public Service now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Required qualifications and experience include:

- Minimum of five (5) years of experience in providing Business Process Re-engineering (BPR) and related services in a country of comparable social, economic and development conditions, where they have worked with government and/or the private sector specifically in the areas of Business Process Re-engineering, Business Analysis Change Management and System Analysis;
- The firm should provide references from similar assignments conducted;
- Knowledge of the operations of registrars of companies and an understanding of issues and impact on citizens, the government and the country from the operations of such entities will be an added advantage.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016, Revised November 2017 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours **Mondays to Thursdays, 9:30 a.m. to 5:00 p.m. and Fridays 9:30 a.m. to 4:00 p.m.**

Expressions of interest must be delivered in a written form to the address below (in person, mail, fax or email) by close of business day on **Monday August 26, 2019**.

Ministry of Finance and the Public Service

Strategic Public Sector Transformation Project

Attn: The Procurement Specialist (Lead)

30 National Heroes Circle

Kingston 4, Jamaica, WI

Tel: 1-876-932-5474

Fax: 1-876-932-5977

Email: spstp@mof.gov.jm