



NOTICE

REGISTRATION AND TRAINING AVAILABLE FOR USE OF THE GOVERNMENT OF JAMAICA ELECTRONIC PROCUREMENT SYSTEM

SUPPLIERS OF GOODS, SERVICES AND WORKS

In keeping with the Government's commitment to strengthen and promote Public Procurement, the Ministry of Finance and the Public Service (MOF&PS), Office of Public Procurement Policy (OPPP) is on a drive to expand the use of the Government of Jamaica Electronic Procurement System (GOJEP) to its suppliers of goods, services and works. This is in keeping with the commitment of the Government to all procurement opportunities published and managed through GOJEP.

Suppliers are being urged to register their businesses in GOJEP and take advantage of the free training sessions facilitated by the Ministry of Finance and the Public Service in the use of the system during the month of August.

Registration is easy, simply download and read the User Manuals, accessible from the User Manuals link on the Home page at www.gojep.gov.jm.

For additional information, please call the **Public Procurement Customer Care Help Desk** numbers: **876-932-5220/876-932-5251** or email [oppccustomer@mof.gov.jm](mailto:oppccustomer@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.



THE ELECTORAL OFFICE OF JAMAICA

INVITATION TO TENDER

Procurement of Laptops

The Electoral Office of Jamaica invites eligible bidders to submit quotations for the supply of 500 HP 250 G7 Notebook PC.

Eligibility Requirements

Companies must submit valid copies of the following documents with their quotation:

- Possess a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL)
- Public Procurement Commission (PPC) – as an Approved Supplier under the category Goods – Computers and Supplies.

Collection of Documents

Bidding documents will be available for download as at **February 25, 2020** on the Government of Jamaica Electronic Procurement website – www.gojep.gov.jm. Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.

Return of Tenders

Bids must be submitted online via www.gojep.gov.jm no later than **March 5, 2020 at 3:00 p.m.** An online bid opening will take place on the same date at **3:15 p.m.** An online bid opening report will be sent to all bidders who submit a bid.

This is an online Tender where tenderers will only be made available and accepted via the Government Electronic Procurement Portal (www.gojep.gov.jm). No offline (hard copies) of bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, suppliers must first be registered on the Government of Jamaica Electronic Procurement System via the platform at 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 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 papucustomer@mof.gov.jm.

Recommendations for award of contract will be based on the best overall proposal and not necessarily cost.

THE ELECTORAL OFFICE OF JAMAICA RESERVES THE RIGHT TO ANNUL THE TENDER PROCESS AND TO REJECT ALL TENDERS AT ANY TIME PRIOR TO THE AWARD WITHOUT INCURRING ANY LIABILITY.



THE ELECTORAL OFFICE OF JAMAICA

INVITATION TO TENDER

Procurement of Desktop Computers

The Electoral Office of Jamaica invites eligible bidders to submit quotations for the supply of 300 Dell Optiplex Small Form Factor 7060.

Eligibility Requirements

Companies must submit valid copies of the following documents with their quotation:

- Possess a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL)
- Public Procurement Commission (PPC) – as an Approved Supplier under the category Goods – Computers and Supplies.

Collection of Documents

Bidding documents will be available for download as at **February 24, 2020** on the Government of Jamaica Electronic Procurement website – www.gojep.gov.jm. Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.

Return of Tenders

Bids must be submitted online via www.gojep.gov.jm no later than **March 4, 2020 at 3:00 p.m.** An online bid opening will take place on the same date at **3:15 p.m.** An online bid opening report will be sent to all bidders who submit a bid.

This is an online Tender where tenderers will only be made available and accepted via the Government Electronic Procurement Portal (www.gojep.gov.jm). No offline (hard copies) of bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, suppliers must first be registered on the Government of Jamaica Electronic Procurement System via the platform at 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 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 papucustomer@mof.gov.jm.

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