



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.



PASSPORT, IMMIGRATION & CITIZENSHIP AGENCY

RETENDER

INVITATION FOR BIDS

Procurement of Social Media Services

Passport, Immigration and Citizenship Agency (PICA) wishes to invite qualified bidders to submit bids for the Procurement of Social Media Services. The successful bidder will be appointed under a two year contract to manage PICA's presence on the following social media platforms:

- Facebook
- Twitter
- Instagram
- YouTube
- Linked In

ELIGIBILITY

To be considered eligible, bidders must possess and provide proof of the following:

- A valid Tax Compliance Certificate
- Registration with Public Procurement Commission as per Annex CS 5, "ITC 6.10" of the Tender Document.

Availability of Tender documents and Bid Submission:

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

- Tender documents can be downloaded as of **Tuesday, February 11, 2020.**
- Clarification period – no later than 10 days (**Monday, February 24, 2020**) before bid submission deadline.

Submission deadline: Tenders must be submitted using Government of Jamaica Electronic Procurement Portal (GOJEP) no later than **Wednesday, March 04, 2020 at 13:30 hrs. Jamaica time. Late bids will be automatically rejected by the system.**

Bid Opening: The opening shall take place in GOJEP on: **March 04, 2020 at 13:45 hrs Jamaica time).**

To participate in this tender opportunity, suppliers must first be registered on GOJEP 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 and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at 876-932-5220/932-5253/932-5244 or email oppccustomer@mof.gov.jm. Failure of the bidder to directly register and download the Tender/Bidding document from the GOJEP website will result in ineligibility/non-responsiveness of that bid and disqualification from the procurement proceedings. Passport, Immigration and Citizenship Agency is not obliged to accept the lowest or any tender and reserves the right to annul the tender process and reject all tenders at any time.

For further information, please contact:
The Snr Public Procurement Officer
21 West Kings House Road
Kingston 10
Tel: 876-754 7422 ext. 634
Email: ProcurementPICA@pica.gov.jm



JAMAICA CONSTABULARY FORCE

TENDER INVITATION

FOR THE SUPPLY AND DELIVERY OF PRINTED MATERIAL / LOGBOOKS
RFP:JCF-2020-02-0002

The Jamaica Constabulary Force now invites sealed bids from eligible and qualified suppliers for the supply and delivery of printed material/logbooks. Bidding will be conducted through the National Competitive Bidding (NCB) procedures as outlined in the Government of Jamaica Handbook of Public Sector Procurement Procedures, **March 2014** (<http://www.mof.gov.jm>) and is open to all bidders locally.

Eligibility for Bid Submission:

In order to qualify bidders Shall:

- Submit a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter with their proposals.
- Submit with their proposals a valid certificate showing that their company is registered with the Public Procurement Commission (PPC) in any of the following categories: Lithographic & Printing Services, General Services". For more information see: <http://www.ocg.gov.jm>.

Collection of Bid Documents

A complete set of Bidding Documents in English will be available from **Tuesday, February 17, 2020**. Interested bidders are required to purchase the Bidding Documents for a non-refundable fee of **Two Thousand Dollars (\$2,000.00)** payable by cash or manager's cheque at the Cashier, **Ground Floor, North Tower, NCB Building, 2 Oxford Road, Kingston 5**, between **9.00 a.m. and 3.00 p.m. Mondays to Fridays**. The name of the contact person, company name, mailing address, telephone number, and email address must be provided to facilitate processing. A Bidder's failure to directly purchase the Tender/Bid documents from the Jamaica Constabulary Force (JCF) will result in ineligibility/non-responsiveness of that bid from participating in the procurement process.

Bids must be placed in the designated Tender Box located in the Procurement Unit, Corporate and Special Services, **3rd Floor, South Tower, NCB Building, 2 Oxford Road, Kingston 5** on or before **Tuesday March 17, 2020 @ 2:00 p.m.** Bids must be returned in a plain, sealed envelope appropriately marked on the outer envelope "**FOR THE SUPPLY AND DELIVERY OF PRINTED MATERIAL/LOGBOOKS**" addressed to:

**The Procurement Unit
Jamaica Constabulary Force
3rd Floor, South Tower
NCB Building
2 Oxford Road
Kingston 5**

Tenders will be opened publicly at **2:15 p.m. on Tuesday, March 17, 2020** at the above address. Bidders or their representatives are invited to attend the tender opening.

Late bids will be rejected.

Tenders shall be valid for a period of 120 days after tender closing.

For further information, contact:

**The Procurement Unit
Jamaica Constabulary Force
3rd Floor, South Tower
NCB Building
2 Oxford Road
Kingston 5**

**Telephone: 876-754-0485 or 876-754-0600
douglas.walker@jcf.gov.jm**