



## 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](http://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.**



### INVITATION FOR BIDS #IFB-ADMIN2019-Q4-1

eGov Jamaica Limited (eGovJa) invites bids from eligible bidders to provide

### STAFF TRANSPORTATION SERVICES – RFP ADMIN2019/Q4-1

at eGov Jamaica Limited, 235B Old Hope Road, Kingston 6.  
Funding will be provided by the Government of Jamaica.

Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the Public Procurement Act 2015 and are open to Local Bidders in Jamaica.

#### Description of Works

- To transport staff twice per day, **Mondays to Fridays** throughout the Kingston & St. Andrew area, Portmore and Spanish Town.

#### Eligibility for Bid Submission

Bidders must submit the following with their proposals in order to be considered eligible:

- Copy of valid Public Procurement Commission (PPC) Registration in the category of **Transportation Haulage**.
- Copy of valid Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL)
- Holder of PPV Licence issued by the Transport Authority of Jamaica.
- Jamaica.
- Proof of valid Public Employers Liability Insurance (P&ELI) that covers all company operatives and/or person(s) acting on the Contractor's behalf, or in their interest.

#### Collection of Bid Documents

A complete set of Bidding Documents in English will be available from **March 2, 2020** between **9:00 a.m. and 4:00 p.m.** for download via eGovJa's website at <https://www.egovja.com>.

#### Deadline for Submission of Bids

The submission must be completed using the Request for Proposal Document and submitted electronically in PDF Format via the email at [procurement@egovja.com](mailto:procurement@egovja.com) by **2:00 p.m. local time on March 20, 2020**.

- No hard copy document should be submitted

#### Bid Opening:

There shall be no public opening of quotations. The procuring entity shall not consider any quotation that arrives after the deadline for submission. All late quotations shall be declared late and rejected.

eGovJa is not obliged to accept the lowest or any bid and reserves the right to terminate the bid process at any point before the award of a contract without incurring any liability to any of the bidders.

The Bid documents or further information may be obtained from the:

**Department Head – Procurement**  
eGov Jamaica Limited  
235B Old Hope Road  
Kingston 6  
Telephone: 876-927-1125-8



## REQUEST FOR EXPRESSIONS OF INTEREST CONSULTANCY SERVICES

**Credit Enhancement Programme for Micro, Small and Medium-sized Enterprises (MSMEs)**

**ASSIGNMENT:** Midterm Review of the Credit Enhancement Programme for MSMEs

**PROJECT #:** JA-L1075 | 4115/OC-JA

**SELECTION** Selection Based on the Consultants' Qualifications

**METHOD:** (CQS)

The Development Bank of Jamaica (DBJ), through the Government of Jamaica (GoJ), has received financing from the Inter-American Development Bank (IDB) towards the cost of Credit Enhancement Programme for Micro, Small and Medium-sized Enterprises (MSMEs) and intends to apply part of the proceeds for the selection of a consultant to undertake a **Midterm Review of the Credit Enhancement Programme for MSMEs**.

The primary function of this consultancy is to prepare a mid-term evaluation of the Credit Enhancement Programme for Micro, Small and Medium Enterprises Project. The mid-term evaluation's main goals are to:

- Determine whether the objectives, outcomes and impact as stated in the logical framework are being achieved; In meeting this objective the consultant should identify the reasons for any shortfalls in the execution of the project and make recommendations on how to address them. In addition, the consultant should determine if the objectives are still relevant or whether any changes in the financial environment necessitate any changes to the goals of the programme.
- Identify lessons learned to date and provide recommendations for the future of the operation; and
- Assess DBJ's role and performance as the executing agency.

This assignment is to be conducted over a four (4) month period.

The DBJ now invites eligible Consultants ("Firm") to indicate their interest in providing consultancy services for the specialized area. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

#### Educational Qualification:

- Academic degree/level & years of professional work experience: Master's degree in Business Management, Economics or project evaluation-related field or equivalent and a minimum of 10 years of relevant professional experience, or the equivalent in programs to support SMEs development in the Caribbean region.
- Experience in conducting project evaluations, having participated in a minimum of three such evaluations as lead. Specific experience related to the evaluation of IDB projects is preferred.
- Experienced in consultative research and producing high quality analyses.
- Thorough understanding of the key elements of results-based project management
- Excellent communication skills in English

The Terms of Reference may be downloaded from the website: <https://www.venturecapitaljamaica.com> as of **Monday, March 2, 2020**.

The attention of interested Consultants is drawn to 1.9 of the IDB's Guidelines: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-9), March 2011 setting forth the IDB's policy on conflict of interest. The Consultant will be selected in accordance with the Selection Based on the Consultants' Qualifications (CQS) method set out in the GN-2350-9, March 2011 on page 20, Item 3.7- 8.

Further information may be obtained by sending an email to: [acesstofinance@dbankjm.com](mailto:acesstofinance@dbankjm.com) or fax 876-929-6055 or mail to the address below.

Expressions of Interest must be delivered in writing to the address below (in person, or by mail, fax or email) no later than **Friday, March 20, 2020 at 3:00 p.m.**

**Development Bank of Jamaica**  
Attn: Procurement Specialist/Project Coordinator  
Midterm Review of the Credit Enhancement Programme for MSMEs  
Credit Enhancement Programme for MSMEs  
11A-15 Oxford Road, Kingston 5  
Jamaica, West Indies