



MINISTRY OF FINANCE AND THE PUBLIC SERVICE

REQUEST FOR CURRICULUM VITAE

Country: Jamaica
Procurement Entity: Ministry of Finance and the Public Service (MOFPS)
Project Name: Support to the Public Sector Transformation Programme
Sector: Reform/Modernization of the State
Project #: JA-L1073 | 4374/OC-JA

Description of Service: Systems Engineer Passport Immigration and Citizenship Agency (PICA)

The role is to support the development of the systems requirements for and the implementation of a CRM system for PICA that is aligned with business strategies and the needs of stakeholders, including their need for timely and accurate information relevant to their roles. The Systems Engineer, working as a member of a project team, will manage the translation of business requirements into functional and technical specifications with specific focus on ICT related requirements (including but not limited to information systems, information security, infrastructure, equipment). Recommendations must consider industry information technology standards/solutions relevant to project while bearing in mind the transition from a wholly paper-based system to an online web-based system. The Systems Engineer must consider not only consider requirements around operationalization of the new system but also sustainability as well.

Procurement Method: Bidding will be conducted using the 3CV methodology and procedures described in this ITC, in accordance with the Policies for the Selection and Contracting of Consultants Financed by the Inter-American Development Bank (GN-2350-9) and the National Competitive Bidding Procedures of the Government of Jamaica Public Procurement Act and accompanying regulations.

Contact Information: Procurement Specialist
 Public Sector Transformation Programme, MOFPS
 6 Saxthorpe Avenue, Kingston 8
 Tel: **876-383-0281**
procurement@transformation.gov.jm

Terms of Reference: The Terms of Reference Document are available on the MoFPS's website at **www.mof.gov.jm**.

Deadline for submission: Interested persons should forward their application and curriculum vitae **NO LATER THAN April 6, 2020 to the Procurement Specialist 1 Public Sector Transformation Programme Ministry of Finance and the Public Service**
Email: **procurement@transformation.gov.jm**

We thank all interested persons for applying, however please note that only shortlisted applicants will be contacted. The Ministry of Finance and the Public Service reserves the right to withdraw this invitation without providing reasons at any time before the indicated deadline for application.

NOTICE



REQUEST FOR PROPOSAL (RFP)

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Project Name: Support to the Public Sector Transformation Programme
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Description of Goods/Service: PROVISION OF JANITORIAL AND SANITATION SERVICES FOR A PERIOD OF TWO (2) YEARS

Eligibility: Tax Compliance Certificate; Public Procurement Commission Certificate (formerly NCC), Janitorial and Sanitation Services.

Procurement Method: National Competitive Bidding Procedures as specified in the GOJ's Public Procurement Act 2015 (amended 2018) and Regulations 2018, and the IDB's Policies for the Procurement of Works and Goods (GN-2349-9).

Contact Information: Procurement Specialist
 Public Sector Transformation Programme, MOFPS
 6 Saxthorpe Avenue, Kingston 8
 876-319-4100
Tel:
Email: **procurement@transformation.gov.jm**

Tender Document: Available on the Government of Jamaica Electronic Procurement website **www.gojep.gov.jm**. Registration is required for new vendors to participate. Registration instructions are available on the website.

Pre-Bid Meeting/ Site Visit: A Pre-Bid Meeting/Site Visit is scheduled for **March 31, 2020 at 10:00 a.m.** at the following location:
 Public Sector Transformation Programme, MOFPS
 6 Saxthorpe Avenue, Kingston 8.

Deadline for Submission: Bids must be submitted online via **www.gojep.gov.jm** no later than **April 20, 2020 at 3:00 p.m.**

Online Bid Opening takes place on the same day at **3:15 p.m.** An online bid opening report will be sent to all Bidders who submitted a proposal.

For additional info:
Email: **procurement@transformation.gov.jm**

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NOTICE
 PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS

For Bookings Email:
jisadvertising@gmail.com,
procurement@jis.gov.jm

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@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.