



# **Jamaica Information Service**

## **INVITATION TO BID**

### **PROVISION OF SAFETY & SECURITY SERVICES**

1. The Jamaica Information Service (JIS) invites tenders from suitably qualified companies for the provision of **SAFETY & SECURITY SERVICES JISIFB#2020/23**.
2. The scope of work includes, but is not limited to:
  - a) Provide armed and unarmed Security Officers
  - b) Provide Canine Service
  - c) Provide monitoring of the Agency's CCTV system
  - d) Provide Supervision for Security Personnel on a 24-hour basis for premises located at:
    - Head Office, 58a Half Way Tree Road, Kingston 10
    - Television Department, 5-9 South Odeon Avenue, Kingston 10
3. To be considered eligible, companies must possess the requisite documentation as stated in the tender document, as well as submit a security deposit of 1.5% of the Tender Sum quoted.
4. Tenders will be made available from **Friday, July 3, 2020 to Friday, July 31, 2020**. Requests should be made via email [jisprocurement@jis.gov.jm](mailto:jisprocurement@jis.gov.jm).
5. One general site visit will be held at both JIS locations on **Thursday July 9, 2020** commencing at **10:30 a.m.** at JIS Head Office. All interested bidders are required to email [jisprocurement@jis.gov.jm](mailto:jisprocurement@jis.gov.jm) to indicate their intention to attend. No other site visit will be accommodated.
6. Tenders are to be deposited in the Tender Box located in the Lobby of the JIS Head Office at 58a Half Way Tree Road, Kingston 10, no later than **Friday, August 21, 2020 at 2:30 p.m.** Late Bids will be rejected.
7. Public opening of Tenders will be on **Friday, August 21, 2020 at 2:45 p.m.** in the JIS Canteen at the above address where physical/social distancing and sanitisation measures will be observed. Tenderers/representatives are invited to attend.

Failure to submit any of the obligatory documents shall result in the rejection of the proposal. Bid documents not issued by the JIS will be rejected.