



## 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@care@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.**



## INSTITUTE OF JAMAICA

### INVITATION TO TENDER

Government of Jamaica/Ministry of Culture, Gender, Entertainment & Sport

Seeks to engage the services of a competent Security Service provider to provide **Physical Security for one (1) year that covers the following areas:**

- East Street Complex (10-16 East Street, downtown Kingston)
- Liberty Hall: The Legacy of Marcus Garvey (76 King Street, downtown Kingston)
- Two (2) Junior Centres (located at 19 East Street, downtown Kingston and Greater Portmore)
- Simón Bolívar Cultural Centre (East Parade, downtown Kingston)
- African Caribbean Institute of Jamaica/Jamaica Memory Bank (ACIJ/JMB) (12 Ocean Boulevard, downtown Kingston).

### PREREQUISITE FOR TENDERS

Tenderers must submit a valid copy of the following documents:

- a. Tax Compliance Certificate (TCC)
- b. Tax Registration Number (TRN)
- c. Registration Certification from the National Contracts Commission (NCC) in the Categories of: Safety and Security Services.
- d. Proof of valid and adequate liability insurance coverage
- e. Three (3) current references with at least one (1) year of service. The recommendations must speak to years and quality of services provided and the level of performance over the years. References must be from a client with a similar size and complexity within the organization.
- f. Proof of registration with the Private Security Regulation Authority (PSRA)
- g. Audited Financial Statements for the last two (2) financial years along with forecasted cash flow for the next year.

### TENDER DOCUMENTS

Interested parties may obtain complete sets of Tender Documents at the Office of the Assets Manager, Institute of Jamaica, 14-16 East Street, downtown Kingston, on **Friday, August 14, 2020 between 9:00 a.m. and 3:30 p.m.** at a non-refundable cost of **J\$3,000.00 per document.**

### SITE VISIT

To assist you in preparing your proposal, a site visit is scheduled for **Wednesday, August 19, 2020 at 10:00 a.m.**

### CLARIFICATION

Interested parties can request clarification of the tender document by **Friday, August 28, 2020 at 12:00 noon.** Please contact the Assets Manager, Institute of Jamaica at 876-922-0620-6 ext. 310 or email [dgordon@instituteofjamaica.org.jm](mailto:dgordon@instituteofjamaica.org.jm).

### SUBMISSION OF TENDER

All tenders must be deposited in the Tender Box located at the Foyer of the Institute of Jamaica, 10-16 East Street, Kingston, no later than **12:00 noon. Tuesday, September 15, 2020.**

Public Opening will be in the Council Chamber of the Institute of Jamaica at **11:15 a.m. on Tuesday, September 15, 2020.**

**THE INSTITUTE OF JAMAICA RESERVES THE RIGHT TO ACCEPT OR REJECT ANY PROPOSAL RECEIVED.**



## Jamaica Customs Agency

### Invitation for Bids

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the **Supply and Delivery of ID Items to Jamaica Customs Agency.**

**Procuring Entity:** Jamaica Customs Agency

**Scope:** Supply and Delivery of ID Items to Jamaica Customs Agency

**NCC Category:** Computers and Supplies  
Computer, Computer Equipment Parts and Supplies

**Procurement Method:** National Competitive Bidding

**Eligibility Requirements:** Copy of a valid National Contracts Commission Registration and Tax Compliance Certificate or Tax Compliance Letter clearly showing expiration date.

**Availability of Tender Documents:** Bidding documents will be available for download as at **Tuesday, August 11, 2020** on the Government of Jamaica Electronic Procurement website ([www.gojep.gov.jm](http://www.gojep.gov.jm)).

**Deadline for Bid Submission:** Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) on **Monday, August 31, 2020 at 11:00 a.m.** **Late Bids will be Automatically rejected by the System.**

**Bid Opening:** An online bid opening will take place on **Monday, August 31, 2020 at 11:15 a.m.** An Online bid opening report will be sent to all bidders who submitted a proposal.

**Contact Information:** Director, Public Procurement  
[naidine.samuels@jacustoms.gov.jm](mailto:naidine.samuels@jacustoms.gov.jm)

**Address:** Jamaica Customs Agency  
Myers Wharf, Newport East  
Kingston 15  
Telephone no. 876-922-5140-9  
Fax no. 876-948-6920

This is an online Tender where tenders will only be made available and accepted via the Government Electronic Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No offline (hard copies) 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](http://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 876-932-5220/932-5246/932-5253 or via email at [papucustomer@care@mof.gov.jm](mailto:papucustomer@care@mof.gov.jm).