



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@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.

The Ministry of Finance and the Public Service

REQUEST FOR CURRICULUM VITAE

CONSULTANCY TO SUPPORT THE ENTERPRISE CONTENT MANAGEMENT PROJECT

The Government of Jamaica (GOJ) represented by the Ministry of Finance and the Public Service (MoF&PS), seeks Curricula Vitae from qualified consultants to design, configure, implement and maintain Enterprise Content Management (ECM) applications along with the development of web portals and web services to communicate with these applications.

The duration of the consultancy will be two (2) years.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: Ministry of Finance and the Public Service, (www.mof.gov.jm) or can be obtained at the address given below.

SCOPE OF SERVICES

Scope of services includes but is not limited to:

- a) Develop web portals and web services to communicate with new and existing ECM applications.
- b) Design and develop Business Processes using ECM System-OmniSuite Solutions
- c) Make appropriate configurations in the ECM system (Metadata definition, classification, workflows, etc.
- d) Develop configuration rules, test scenarios, interface/integration specifications, and data conversion.
- e) Undertake routine installation and de-installation of OmniSuite configurations and components.
- f) Identify project risks and implement or advise on mitigation strategies.
- g) Provision, install/configure user access, security levels, application software, related hardware and infrastructure.

The MOF&PS invites eligible and qualified consultants to indicate their interest in providing the consultancy services.

The consultants will be selected in accordance with the Government of Jamaica Public Procurement Law.

Qualifications

- Bachelor's degree in Computer Science, Information Technology, Mathematics, or a related discipline;
- Minimum of five (5) years' experience working in the following areas: Server Configuration, Structured Query Language (SQL), C# or Vb.Net, Java, JavaScript, SOAP/Restful web services;
- Minimum of three (3) years' experience working with projects that involve cross-functional teams of internal and external implementation partners with software application development/configuration;
- Minimum of three (3) years' experience assessing and developing: business requirements, detailed specifications, configuration rules, and testing scenarios;
- Professional qualifications or training in ECM-related courses would be an asset.

Interested consultants may submit Curricula Vitae via email on or before **Monday, November 30, 2020 no later than 4:00 p.m. to:**

**The Director of Procurement
Ministry of Finance and the Public Service
30 National Heroes Circle
Kingston 4
Email: mofprocure@mof.gov.jm
Tel: 876-932-4647**



Invites sealed bids for

Spray Applied Insulation for High Temperature Equipment 2020

Scope: Petrojam Limited is presently seeking contractors to execute all works concerning the **Spray Applied Insulation for High Temperature Equipment 2020** at the Petrojam Limited, 96 Marcus Garvey Drive, Kingston Refinery.

Bidders are required to provide a valid Jamaican Tax Compliance Certificate (TCC) and Public Procurement Commission (PPC) certificate in the category of Mechanical Works, Grade 2 at the time of bid submission.

Bidding Documents in English will be available for download as at **Monday, November 9, 2020** on the Government of Jamaica Electronic Procurement website at www.gojep.gov.jm. Registration instructions are available on the website listed on the system. **Registration is required for bidders to participate in the Tender.**

Bids shall be valid for a period one hundred and twenty (120) calendar days after the bid closing date. Bids must be submitted online via www.gojep.gov.jm no later than **Monday, November 30, 2020 at 2:00 p.m.** Online Bid Opening takes place five (5) minutes later with an opening bid report sent to all bidders that submitted a proposal.

A **mandatory** site visit will be held on **Monday, November 16, 2020 at 2:00 p.m.**, at the Petrojam Limited's Kingston Refinery located at 96 Marcus Garvey Drive, Kingston 15. **The failure of a bidder to attend the mandatory site visit will result in rejection of the bid.**

For additional information, please visit Petrojam Limited's website at <http://www.petrojam.com>

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

To participate in this tender opportunity, bidders must first be registered and know how to use the Electronic Procurement System, www.gojep.gov.jm.

Please register on the e-GP System by selecting the **Register as a supplier** link from the home page.

For assistance and training, please contact the support desk at 876-932-5220.

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

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