



## NOTICE

### WORK FROM HOME ARRANGEMENTS FOR THE OFFICE OF PUBLIC PROCUREMENT POLICY

The Ministry of Finance and the Public Service, through the Office of Public Procurement Policy wishes to advise that the Office will be operating remotely during the period March 04, 2021-March 25, 2021 in accordance with the Prime Minister's announcement of mandatory Work from Home Orders for members of the public service.

While these arrangements are in place, the Office may be reached by emailing the Help Desk at [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm). Where matters are exigent, the following details may be used.

For matters related to the Government of Jamaica Electronic Procurement (GOJEP) Platform, please contact:  
• 1-876-806-5149;  
• 1-876-806-4581;  
• 1-876-806-4536; or  
• 1-876-806-5587

For matters related to Procurement Policy Advisory, please contact:  
• 1-876-806-4536; or  
• 1-876-838-6224

For matters related to Insurance Placement and Training, please contact:  
• 1-876-806-4978; or  
• 1-876-806-4536

The Office of Public Procurement Policy remains committed to the delivery of optimum service to our stakeholders and wishes for all, continued safety and good health.



MINISTRY OF  
HEALTH &  
WELLNESS

## THE MINISTRY OF HEALTH & WELLNESS

### REQUEST FOR CVS

#### MONITORING AND EVALUATION (M&E) SPECIALIST

**Institution:** Ministry of Health & Wellness  
**Project:** Support for the Health Systems Strengthening for the Prevention and Care Management of Non-Communicable Disease Programme  
**Sector:** HEALTH  
**Loan/Credit/Grant No.:** JA – L1049  
**Deadline:** June 4, 2021

The Government of Jamaica, through the Ministry of Health and Wellness, has received financing from the Inter-American Development Bank (IDB) towards the cost of the Support for the Health Systems Strengthening for the Prevention and Care Management of Non-Communicable Diseases Programme, and intends to apply part of the proceeds for the selection of a Monitoring and Evaluation (M & E) Specialist.

The M& E Specialist will (1) design and implement the overall monitoring and evaluation (M&E) framework and plan for the Project, including necessary instruments and tools; (2) Collect, compile, and analyze data on Intermediate, Project Development Objective indicators, and other relevant monitoring indicators (to be defined), as well as preparing all of the Project's M&E reports, in line with the Results Framework's specifications.

The Ministry of Health & Wellness now invites eligible individuals ("Consultants") to indicate their interest in providing the Services. The minimum requirements are:

- A Degree in Monitoring and Evaluation and/or professional certification in Monitoring and Evaluation or related field.
- At least 7 years of professional experience in the development of policy- and results- based M&E Frameworks and Plans and/or of performance-based management of international projects.
- At least 4 years of experience in providing evaluation services and executing M&E activities including the implementation of M&E Frameworks and Plans.
- At least 3 years of experience in development planning and/or related field

Consultants will be selected in accordance with the procedures set out in the Inter-American Development Bank: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank GN-2350-9 and is open to all eligible consultants as defined in the policies. A Consultant will be selected in accordance with the Selection of Individual Consultants method set out in the IDB's Policies.

Expressions of interest in the form of an Application letter and Curriculum Vitae must be delivered to the address below (in person, mail or email) by **June 4, 2021**. The detailed Terms of Reference for the Consultancy Service is available on the website of the Ministry of Health & Wellness at [www.moh.gov.jm](http://www.moh.gov.jm).

#### THE PROCUREMENT MANAGEMENT SPECIALIST SUPPORT FOR THE HEALTH SYSTEM STRENGTHENING FOR THE PREVENTION AND CARE MANAGEMENT OF NON-COMMUNICABLE DISEASE PROGRAMME

IBM Building, 3<sup>rd</sup> Floor  
52 Knutsford Boulevard  
Kingston 5

Tel: 876-633-7433

Email: [hsspproject@moh.gov.jm](mailto:hsspproject@moh.gov.jm)

We thank all applicants; however, please note only shortlisted candidates will be contacted.



### INVITATION FOR BIDS

The Culture, Health, Arts, Sports and Education (CHASE) Fund now invites sealed bids from eligible SUPPLIERS, for the Supply, Delivery, and Installation of Black & White Multifunction Printers for Early Childhood Institutions.

- **Supply, Delivery, and Installation of Black & White Multifunction Printers for Early Childhood Institutions – CHASE Fund Technology Enhancement Programme.**

#### DESCRIPTION OF WORKS:

The Supply, Delivery, and Installation of Multifunction Black & White Printers for Early Childhood Institutions that are equipped to scan, fax and print learning materials for students who are unable to access content virtually due to lack of resources.

#### ELIGIBILITY:

It is mandatory that Suppliers be registered with the Public Procurement Commission in the category of "Computer, Computer Equipment, Parts and Supplies".

All bidders must be Tax Compliant at the bid opening. Bidding will be in accordance with tender procedures and guidelines specified in the Revised Handbook of Public Sector Procurement Procedures (March 2014).

#### AVAILABILITY OF BID DOCUMENTS:

Eligible bidders can obtain tender Documents as of **Tuesday, May 25, 2021 to Friday, May 28, 2021** between 9:00 a.m. and 3:00 p.m. at the office of: **CHASE Fund, 8 Belmont Road, Kingston 5**. A non-refundable fee of **Five Thousand Dollars (\$5,000.00)** in cash or Manager's cheque made payable to CHASE Fund will be required for each set of tender documents. All queries concerning the Tender documents shall be made in writing to the Chief Executive Officer, CHASE, 8 Belmont Road, Kingston 5.

#### BID VALIDITY:

Bids shall be valid for a period of no less than **One Hundred and Twenty (120) days** after the bid submission date.

#### STANDSTILL PERIOD:

The Standstill period shall be **three (3) days**.

#### SUBMISSION OF TENDERS:

The Tender/s along with the required documents, i.e. PPC Certificate of Registration, a valid TCC/ TCL and Tender Bond/ Security, and are to be placed in a sealed envelope and placed in the designated tender box provided marked with the name of the respective institution which is located in the waiting area of the CHASE Office, 8 Belmont Road, Kingston 5, on or before **2:00 p.m. Friday, June 18, 2021. LATE BIDS WILL BE REJECTED.**

#### OPENING OF TENDERS:

Tender envelopes will be opened publicly on **Friday, June 18, 2021** in the main conference room at CHASE Fund, 8 Belmont Road, Kingston 5, at the following time:

**Supply, Delivery, and Installation of Black & White Multifunction Printers for Early Childhood Institutions – 2:15 p.m.**

After evaluation of these documents by the Evaluating Committee, and subsequent referral to the appropriate authorities for approval, the successful contractor will be accordingly notified.

CHASE FUND is not obliged to accept the lowest or any bid and reserves the right to terminate the tender process at any point before the award of a contract, without incurring liability to any of the bidders. **(TENDERERS SHOULD NOTE THAT THE CONTRACT IS FIXED AND NOT SUBJECT TO PRICE ADJUSTMENTS.)**

**CHASE FUND**  
8 Belmont Road, Kingston 5  
Tel: 876-908-4134/4144  
Email: [chase12@cwjamaica.com](mailto:chase12@cwjamaica.com)