



## 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.



### JAMAICA CIVIL AVIATION AUTHORITY

#### TENDER NOTICE INSURANCE PLACEMENT

Tenders are invited from insurance companies and brokers pre-qualified by the Financial Services Commission (FSC) and which are on the Public Procurement Commission (PPC) register for insurance services to government entities.

Pre-qualified Brokers and Insurers will be required to submit in their tenders:

1. Copies of a valid Tax Compliance Letter (TCL) indicating that they are tax compliant at the time of submission of tenders; and,
2. Copies of valid NCC registration

Tender documents may be obtained from:

**Mrs. Jacene Richards-Harris**  
Director, Public Procurement  
Jamaica Civil Aviation Authority  
4 Winchester Road, Kingston 10

Tender Packages will be available as of **Tuesday, 11 May 2021** at a cost of JA\$3,000.00, which must be paid in cash or Manager's cheque.

The period of placement will be for **3 years** with the successful Broker.

Cover is required for the following classes of insurance: -

**Commercial All Risks, Equipment All Risks, Employers Liability, Public Liability, Loss of Money, Fidelity Guarantee, Private Motor Comprehensive, Commercial Motor Comprehensive.**

Tenders should be deposited in the Tender Box located in the Lobby at:

Jamaica Civil Aviation Authority  
4 Winchester Road  
Kingston 10

Each tender should contain a summary of the risk(s) and should be submitted in duplicate (two identical copies) in sealed envelopes bearing the name and seal of the Bidder and clearly marked and addressed as follows: -

**INSURANCE PLACEMENT FOR  
JAMAICA CIVIL AVIATION AUTHORITY**  
4 Winchester Road  
Kingston 10

Tenders should be deposited by **3:00 p.m. on 2 June 2021.**

**TENDERS SUBMITTED AFTER THIS TIME AND DATE  
WILL BE AUTOMATICALLY DISQUALIFIED.**

Opening will be at **3:15 p.m. 2 June 2021** in:

The Procurement Meeting Room  
4 Winchester Road  
Kingston 10

Recommendations for award(s) will not necessarily be made to the lowest tender but in respect of the best overall proposal (s).



### JAMAICA CIVIL AVIATION AUTHORITY

#### TENDER NOTICE

#### CANTEEN CONCESSIONAIRE

The Jamaica Civil Aviation Authority (JCAA) invites sealed bids from eligible bidders for the following:

**RFP#2021/JCAA/09 – The Provision of Canteen Concessionaire Services to the JCAA**

Full details of the engagement are included in the Request for Quotation (RFP#2021/JCAA/09), which may be viewed at the Jamaica Civil Aviation Authority's website, <http://www.jcaa.gov.jm> as of **Tuesday, May 11, 2021 at 3.00 p.m.**

There will be a non-mandatory site visit on **Wednesday, May 19, 2021 at 3:00 p.m.** for viewing of the Canteen Facilities at the location below.

#### Interested bidders must:

- Be registered with the Public Procurement Commission (PPC) under the relevant category
- Present a valid Tax Compliance Letter (TCL)

Envelopes should be deposited in the Tender Box located in the Lobby of the Jamaica Civil Aviation Authority, 4 Winchester Road, Kingston 10, no later than **June 02, 2021 at 3:00 p.m.**

**Late Tenders will NOT be accepted.**



### National Environment & Planning Agency

#### Procurement Notice for Consulting Services for Integrated Pollution Control and Management Programme

The Government of Jamaica (GOJ) through the United Nations Environment Programme is seeking to engage an individual **Consultant**. The selected Consultant will develop and pilot an integrated pollution control and management programme in the Negril Environmental Protection Area with a focus on the areas within and adjacent to the Negril Great Morass.

To participate in this tender opportunity, Consultants 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, downloading of tender documents and uploading of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at 876-932-5220/932-5253 or email [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm).

**Bid Submission Date:** Quotations must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **3:00 p.m. Jamaica time on Friday, 11 June 2021**. Late Quotations will be automatically rejected by the system.

Request for Quotation (RFQ) document can be viewed at [www.gojep.gov.jm](http://www.gojep.gov.jm). Detailed procurement notice can also be viewed at [www.nepa.gov.jm](http://www.nepa.gov.jm).