



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@mo.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.

Office of the Prime Minister

REQUEST FOR EXPRESSION OF INTEREST

CONSULTING SERVICES – MIDTERM EVALUATION OF THE NATIONAL IDENTIFICATION SYSTEMS (NIDS) PROJECT

TENDER#: NIDS/2021/4.1.1.4/CQS
Country: JAMAICA

LOAN #4437/OC-JA – IMPLEMENTATION OF NATIONAL IDENTIFICATION SYSTEM FOR ECONOMIC GROWTH

The Office of the Prime Minister (OPM), acting on behalf of the Government of Jamaica (hereinafter called "Borrower"), has received financing (hereinafter called "funds") in the amount equivalent to US\$68,000,000.00 from the Inter-American Development Bank (hereinafter called "the Bank") towards the cost of the implementation of 4437/OC-JA – National Identification System (NIDS) Project. The Borrower intends to apply a portion of the funds to eligible payments under the contract for the upgrade/improvement of the Government's Information and Communications Technology Infrastructure. Payments by the Bank will be subject in all respects to the terms and conditions of the Loan Contract. Payments will be made only at the request of the Borrower and upon approval by the Bank in accordance with the terms and conditions of the financing contract between the Borrower and the Bank. No party other than the Borrower shall derive any rights from the Loan Contract or have any claim to the funds.

The OPM now invites eligible firms or consortia ("Consultants") to indicate interest in providing the required services. Interested Consultants should provide information demonstrating:

1. At least five (5) years' experience in project evaluations;
2. Experience with ICT development projects;
3. Experience with National Development Projects in Jamaica
4. The proposed team of experts for this consultancy;
5. Two (2) client references for similar work done;
6. Registration of firm, that is presentation of a valid certificate of business registration.

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 bidders as defined in the policies. A Consultant will be selected in accordance with the **Selection Based on the Consultants' Qualifications (CQS)** method set out in the Consultant Policies. An evaluation of the EOI proposals will be completed and the firm with the highest score will be asked to submit a combined technical-price proposal and then be invited to negotiate the contract.

The Terms of Reference will be made available for download via the e-GP Procurement System at <https://www.gojep.gov.jm> on **May 10, 2021**. For assistance regarding registration, training on use of system, download of tender documents and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at 876-932-5220/932-5253 or email papucustomer@mo.gov.jm.

Expressions of Interest must be completed using the Expression of Interest Submission Document and submitted electronically in **PDF Format** via the GoJ's e-GP Procurement system at <https://www.gojep.gov.jm> by **2:00 p.m. local time Tuesday, June 8, 2021**.

A valid copy of Tax Compliance Letter shall be required on contract award.

The OPM reserves the right to terminate the procurement process and reject all submissions at any time prior to the award of contract, without thereby incurring any liability to any of the bidders.



INVITATION FOR BIDS

PROCUREMENT OF ORGANIZATIONAL DEVELOPMENT SPECIALIST

The Betting, Gaming and Lotteries Commission (BGLC) is seeking proposals from qualified individuals for engagement as an **Organizational Development Specialist** to perform the following services:

- a. Develop Job Descriptions and Job Profiles, inclusive of competencies of the jobs based on the interim Organizational structure for the merged entity
- b. Develop Human Resources Policies and Procedures Manual for the merged entity, in keeping with best practices and GoJ guidelines.

Eligibility Requirement

Bidders must submit the following with their bids at the time of bid submission:

- Valid Copy of Tax Compliance Letter/Tax Compliance Certificate (TCL/TCC)
- Any other requirement as outlined in the invitation document

Qualifications

- Master's degree in Organizational Development/Human Resource Management or any other relevant Social Science Degree
- Certification in Management Analysis, Job Analysis and Job Description Writing.

Experiences

- Minimum 7-10 years' experience in Organizational design and developing job descriptions
- Knowledge and experience in public sector Organizational development is desirable.

Availability of Tender Documents and Bid Submission

This is an online tender where tender documents, clarifications and bid submissions will only be made available and accepted via the Government of Jamaica Electronic Procurement Portal – GOJEP (www.gojep.gov.jm). No offline (hard copies) will be accepted and there will be no physical drop box for drop-off of tender documents.

- Tender documents can be downloaded as of **Friday, May 7, 2021**.
- Clarification Period ends **Monday, May 17, 2021 at 2:00 p.m. (14:00 hours)**

Submission Deadline

Tenders must be submitted via www.gojep.gov.jm no later than **Wednesday, May 26, 2021 at 2:00 p.m. (14:00 hours)**

Late Bids will be Automatically rejected by the System.

Consultants/Firms are therefore urged to commence bid upload at least two (2) hours prior to the submission time. The Procuring Entity will not be held liable for bids not submitted on time due to late commencement of bid upload. At the first sign of any technical difficulties, Consultants/Firms must make contact with the Ministry of Finance, Procurement and Asset Policy Unit.

Additionally, 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 876-932-5220/932-5253 or via email at oppccustomer@mo.gov.jm.

Contact Information:

Attention: Miss Antoinette Phillips
Procurement Officer
Betting, Gaming & Lotteries Commission
78CEF Hagley Park Road, Kingston 10
Telephone: 876-630-1353
Email: procurement@bgcl.gov.jm

The BGLC reserves the right to accept or reject any or all bids and restart the entire tender process.