



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 [opppcustomer@mof.gov.jm](mailto:opppcustomer@mf.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.



THE ELECTORAL OFFICE OF JAMAICA

INVITATION TO TENDER

The Electoral Office of Jamaica invites eligible bidders to submit bids for the Procurement of Storage Area Network (SAN) and Backup Solution.

Eligibility Requirements

Potential bidders must:

- Possess a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL).
- Be registered with the Public Procurement Commission (PPC) in the Category – Goods – Computer and Related Services

Procurement Methodology

National Competitive Bidding (NCB)

Availability of Tender Documents

Bidding documents will be available for download as at **July 5, 2021** on the Government of Jamaica Electronic Procurement website – www.gojep.gov.jm. Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.

Deadline for Bid Submission

Bids must be submitted online via www.gojep.gov.jm no later than **July 26, 2021 at 3:00 p.m.** An online bid opening will take place on the same date at **3:15 p.m.** An online bid opening report will be sent to all bidders who submit a bid.

This is an online Tender where tender documents will only be made available and accepted via Government Electronic Procurement Portal (www.gojep.gov.jm). No offline (hard copies) of 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.

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, the Office of Public Procurement Policy Customer Care Desk at 876-932-5220/932-5253 or email opppcustomer@mof.gov.jm.

Recommendations for award of contract will be based on the best overall proposal and not necessarily cost.

THE ELECTORAL OFFICE OF JAMAICA RESERVES THE RIGHT TO ANNUL THE TENDER PROCESS AND TO REJECT ALL TENDERS AT ANY TIME PRIOR TO THE AWARD WITHOUT INCURRING ANY LIABILITY.

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

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

INVITATION TO TENDER FOR PROCUREMENT OF SERVICES

Provision of Safety and Security Services for the Grounds of Devon House Premises

The Devon House Development Limited (DHDL) invites tenders from suitably - qualified contractors for the provision of armed and unarmed services to secure the premises over a period of two (2) years.

Procurement Method

Bidding will be conducted through the *National Competitive Bidding* Procedures stipulated in the Public Procurement Act, 2015 and Regulations.

Eligibility Criteria

Bidders must submit the following with their bids:

1. Copies of a valid Tax Compliance Certificate (TCC) indicating that they are tax compliant at the time of submission of tenders;
2. Copies of a valid PPC registration in the category of 'Safety and Security Services – Guard Services'; and
3. Copies of certification from the Private Security Regulation Authority (PSRA)
4. A Bid Security, issued from a reputable financial institution, in the form of a Certified Manager's Cheque, an Irrevocable Letter of Credit, a Bank Guarantee, a Bid Bond issued by a surety incorporated and domiciled in Jamaica, a Bid-Securing Declaration or a Stamp Office endorsed Bank Guarantee payable to the Tourism Product Development Company Ltd. in the amount of **Three Hundred and Fifty Thousand Dollars (\$350,000.00)** must also accompany each bid.

Tenders submitted without a valid TCL/TCC, an up-to-date PPC Certificate, a valid PSRA as well as Bid Security will be automatically rejected.

Collection of Documents

Tender Documents may be collected with effect from **July 06 - 16, 2021** between **10:00 a.m. and 3:00 p.m. at the Information Desk of DHDL, 26 Hope Road, Kingston 10**, at a non-refundable cost of **One Thousand Five Hundred Dollars (\$1,500.00)** each in cash or Manager's Cheque made payable to the Devon House Development Limited. Tender Documents can be collected from:

**Information Desk
Devon House Development Ltd.
26 Hope Road
Kingston 11
Tel #: 876-926-0815
Email: mikhail.hansle@devonhouseja.com**

Note: Failure to directly purchase the Request for Quotation Document from Devon House Development Limited will result in the ineligibility/non-responsiveness of that bid from participating in the procurement process.

Site Visit and Pre-Bid Meeting

A Site Visit will be held at the Multi-Purpose Building, 26 Hope Road, Kingston 10, on **Wednesday, July 14, 2021 at 10:00 a.m.** The Pre-Bid Meeting will follow at **11:00 a.m.** on the same day.

Bid Validity

Bids are valid for a period of **180 calendar days** after the Bid Submission Deadline.

Deadline for Submission of Tenders

Completed Tenders, sealed and labelled "**Provision of Safety and Security Services**" are to be placed in the designated Tender Box, located in the Property Department at DHDL grounds, on or before **11:00 a.m. on Wednesday, August 04, 2021**. Any proposal received after the closing time for submission of proposals shall be returned unopened.

Tender Opening

The proposals shall be opened publicly by the Procuring Entity at **11:15 a.m. on August 04, 2021** in the Multi-Purpose Building on the grounds of DHDL, 26 Hope Road, Kingston 10. Interested contractors or their authorized representatives are invited to attend the Tender Opening.

The Devon House Development Limited does not bind itself to accept the lowest or any tender and also reserves the right to cancel the tender process at any stage without incurring any liability.