



## TRAINING NOTICE

**SUPPLIER FREE VIRTUAL TRAINING SERIES**  
**OCTOBER 2023-FEBRUARY 2024**

### EXCLUSIVE USE OF THE GOVERNMENT OF JAMAICA ELECTRONIC PROCUREMENT (GOJEP) SYSTEM

In keeping with the Government's commitment to strengthen, promote and enhance the Public Procurement system, the Ministry of Finance and the Public Service (MOFPS), through the Office of Public Procurement Policy (OPPP), has officially mandated the use of the e-Procurement System for procurement transactions exceeding One Million, Five Hundred Thousand Jamaican Dollars (\$1,500,000.00), effective as of August 01, 2023. Suppliers interested in conducting business with the Government of Jamaica are now required to access and submit procurement documents through the Government of Jamaica Electric Procurement (GOJEP) system. The OPPP is providing continuous and dedicated support to suppliers, and is pleased to announce the commencement of its annual free virtual supplier training series for the 2023-24 financial year. All interested suppliers are encouraged to partake in this initiative. Virtual sessions will run from October 2023-February 2024.

These sessions are designed to empower participants with the knowledge and skills required to effectively support the navigating, administering and managing of the GOJEP system. Each session is four (4) hours in length, and integrates interactive discussions, covering topics such as supplier self-registration, electronic bid submission and supplier account management.

To register for this free virtual training, visit [www.procureja.gov.jm](http://www.procureja.gov.jm), select the 'Events' tab and follow the instructions listed below:

- Select the cohort you wish to register for.
- Read the training overview;
- Click the Zoom Event link at the bottom of the page to initiate your registration and select your respective training date. Please note that a maximum of two (2) participants per company are allowed to register;
- Complete the mandatory information for the designated participant/s as required;
- Click 'Register' to confirm your participation.

For more information on this free GOJEP training initiative, contact the Office of Public Procurement Policy by phone: 876-932-5220; or by email [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm) or visit our website at [www.procureja.gov.jm](http://www.procureja.gov.jm).

We look forward to seeing you at these sessions.

**GOJEP – Increasing transparency and efficiency in doing business with the Government of Jamaica.**



## Auditor General's Department REQUEST FOR PROPOSAL

- Procuring Entity:** Auditor General's Department
- Address Entity:** 40 Knutsford Boulevard, Kingston 5
- Name of Project:** AUDIT OF FINANCIAL STATEMENTS OF THE PAROCHIAL REVENUE FUND
- Scope of Work:** The department invites Chartered Accountants approved to practise in Jamaica by the Institute of Chartered Accountants of Jamaica (ICAJ) and the Public Accountancy Board (PAB), to serve as the auditor of the Parochial Revenue Fund Financial Statements for the financial years 2020-2021, 2021-2022 and 2022-2023. The contract period will be for four months.
- Contract/Bid #:** AUGD-2023-2024-Q3-006
- Eligibility Requirements:** \*(Valid TCC) – Tax Compliance Letter (TCL) (along with the page detailing the expiration date)
- \*Valid Certificate of practice in Jamaica by the Public Accountancy Board
- Availability of Bid Document, Site Visit & Submission Deadline:** This is an online tender where tender documents and bid proposals will only be made available and accepted via the Electronic Government Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). **No offline (hard copies) will be accepted and there will be no physical tender drop box for drop-off of bid proposals. For assistance in regard to registration, training, access to tender document and upload of bid proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Service Desk at: 876-932-5220, 932-5253 or 932-5246.**
- ☐ Tenders can be downloaded as of Tuesday October 17, 2023 at 10:00 a.m.
  - ☐ Clarification period Tuesday, October 17, 2023 at 11:00 a.m. to Wednesday, October 25, 2023 at 5:00 p.m.
  - ☐ Online bidder's conference Friday, October 20, 2023 at 11:00 a.m.
  - ☐ Tenders must be submitted by electronic portal no later than Tuesday, October 31, 2023 at 11:00 a.m.

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

**For Bookings Email:**  
[jisadvertising@gmail.com](mailto:jisadvertising@gmail.com),  
[procurement@jis.gov.jm](mailto:procurement@jis.gov.jm)



## NATIONAL LAND AGENCY

Invites bids for the

### PROVISION OF JANITORIAL SERVICES

**Scope:** Provision of Janitorial Services for the National Land Agency Offices in Kingston and Montego Bay.

#### Eligibility Requirements:

1. Valid Tax Compliance Letter (TCL) or Valid Tax Compliance Certificate (TCC)
2. Valid Public Procurement Commission (PPC) Registration Certificate in the category of
  - Janitorial, Sanitation Services

#### Availability of Tender Document:

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](http://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 **Saturday, October 14, 2023.**

#### Bid Submission Deadline:

Tenders must be submitted via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Monday, November 6, 2023 at 11:00 a.m.** Late Bids will be automatically rejected by the System. Bidders 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, Office of Public Procurement Policy (OPPP) Care Desk at 876-932-5220/932-5246/932-5253 or via email at [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm).

**The National Land Agency is not obliged to accept the lowest or any bid and also reserves the right to terminate the bid process at any point before the award of a contract without incurring liability to any of the bidders.**



## Planning Institute of Jamaica

EXPRESSION OF INTEREST

### Acceleration of the SDG Implementation in Jamaica

The Planning Institute of Jamaica (PIOJ), representing the Government of Jamaica, is implementing the **European Union-Jamaica Cooperation Facility** project funded by the European Union. The project's purpose is to provide support to the effective preparation/ formulation, implementation and management of the EU-Jamaica cooperation, while enhancing the capacities of the Government and relevant stakeholders to efficiently implement national development objective.

The PIOJ is seeking to identify suitable individuals/firms to participate in the above stated tender to support the PIOJ.

In order to assist persons/firms in determining their participation in the planned tender, the following details have been provided via the PIOJ website at ([www.pioj.gov.jm](http://www.pioj.gov.jm)):

- Project description
- Specific work
- Eligibility
- Selection and award criteria
- Contract budget
- Qualification requirements, etc.

Kindly submit a signed cover letter declaring your interest along with your curriculum vitae (for firms – company profile with curriculum vitae of the proposed Expert) no later than **5:00 p.m., Thursday, October 19, 2023** to the address below:

**Planning Institute of Jamaica**  
**16 Oxford Road, Kingston 5**  
**Attention: EU Unit Director**  
**Email: [projectsjobs@pioj.gov.jm](mailto:projectsjobs@pioj.gov.jm)**