



# GOJ PUBLIC PROCUREMENT PAGE

## 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 Electronic 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 [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@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.**



**COURT  
ADMINISTRATION  
DIVISION**

## Court Administration Division

### INVITATION FOR BIDS

Court Administration Division, formerly Court Management Services, invites eligible and qualified bidders to submit bids for the Procurement of Motor Vehicles.

**Procuring Entity:** Court Administration Division

**Scope:** Procurement of Motor Vehicles.

**PPC Category:** Motor Vehicles & Spares

**Procurement Method:** National Competitive Bidding

**Eligibility Requirements:** Copy of valid Public Procurement Commission Registration and Tax Compliance Certificates or Tax Compliance letter clearly showing the expiration date.

**Availability of Tender Documents:** Bidding documents were made available for download as at **Wednesday, January 10, 2024** on the Government of Jamaica Electronic Procurement website ([www.gojep.gov.jm](http://www.gojep.gov.jm))

**Deadline for Bid Submission:** Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) on or before **January 30, 2024 at 2:00 p.m.** (Late Bids will automatically be rejected by the System.)

**Bid Opening:** An online bid opening will take place on **January 30, 2024 at 2:15 p.m.**

**Contact Information:** Procurement Manager, [fabian.thomas@cad.gov.jm](mailto:fabian.thomas@cad.gov.jm)

**Address:** Court Administration Division  
8<sup>th</sup> Floor, The Towers  
25 Dominica Drive  
Kingston 5  
Telephone No. 876-613-8909 or 876-412-1280

This is an online Tender where tenders will only be made available and accepted via the Government Electronic Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No offline (hard copies) 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](http://www.gojep.gov.jm).

To register, please select the "Register as a Supplier" link from the system home page.

**NOTE:** Bidders are being encouraged to peruse the entire contents of the instructions to Bidders/Standard Bidding Document to ensure bid submissions are compliant with the requirements as set out in the Document.



## JAMAICA CIVIL AVIATION AUTHORITY

### INVITATION TO BID

The Jamaica Civil Aviation Authority (JCAA) invites eligible and qualified Contractors to submit bids electronically for the Renovation of new offices for the Jamaica Civil Aviation Authority. **Ref# RFP#2024/JCAA/01**

**Procurement Method:** National Competitive Bidding

**Eligibility Criteria:** 1. Valid PPC under the relevant category  
2. Valid Tax Compliance Certificate (TCC)

**Availability of Bidding Document:** Bidding Documents will be available for download on the Government of Jamaica electronic tendering platform at **3:00 p.m.** on **January 18, 2024 at [www.gojep.gov.jm](http://www.gojep.gov.jm)**.

**Deadline:** Tenders must be submitted on the electronic tendering platform no later than **February 12, 2024 at 3:00 p.m.**

**Late submissions will automatically be rejected by the system.**

**Contact Information:** Director, Public Procurement

**Address of Entity:** 4 Winchester Road, Kingston 10

**Telephone No(s):** 876-960-3948 or 876-960-4742

This is an online Tender where tenders will only be made available and accepted via the Government Electronic Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No offline (hard copies) of bids will be accepted and there will be no physical tender box for the drop-off of tender documents.

To participate in this tender opportunity, suppliers must be registered and trained to use the Electronic Procurement System @ [www.gojep.gov.jm](http://www.gojep.gov.jm).

For assistance in regard to registration, training, access to tender document and uploading of bids, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Service Desk at **876-932-5220, 932-5246, 932-5253, 932-5251 or 932-5244**, or via email at [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm).

Interested bidders may obtain further information from the:

**Director, Public Procurement Branch  
Ministry of Finance & the Public Service  
30 National Heroes Circle  
Kingston 4, 876-932-4647  
Email: [mofprocure@mof.gov.jm](mailto:mofprocure@mof.gov.jm)**

## 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)