



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



## INVITATION TO TENDER

**PROCURING ENTITY:** Bank of Jamaica

**SCOPE:** Provision of Business Process Inventory Management Solution

**PPC CATEGORIES:** • Computers & Related Services  
OR  
• Information Technology Services

**CONTACT:** Head of Procurement

**INFORMATION:** Procurement Administration Section  
Nethersole Place  
Kingston  
876-922-0750-9

**TENDER DOCUMENT:** Bidding Documents are available for download on the Government of Jamaica Electronic Procurement (GOJEP) website at [www.gojep.gov.jm](http://www.gojep.gov.jm). Bidders MUST be registered on the GOJEP website to access the bidding documents and participate in the tender. Registration can be done by following the link 'Register yourself and your organization in the system' found on the website at [www.gojep.gov.jm](http://www.gojep.gov.jm) or contact Ministry of Finance and the Public Service via email: [opppcustomer@care@mof.gov.jm](mailto:opppcustomer@care@mof.gov.jm) or telephone: 876-932-5220.

**SUBMISSION OF TENDERS:** Bids must be submitted online via the GOJEP System website at [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Monday, 11 March 2024 at 10:00 a.m.** Online Bid Opening will take place on **Monday, 11 March 2024 at 10:15 a.m.** An online Bid Opening Report will be sent to all bidders. The system will automatically reject late submissions.

Please note that notwithstanding the information provided in this Advertisement, the final instructions to bidders is the RFP and any notification that may be posted on the GOJEP website – [www.gojep.gov.jm](http://www.gojep.gov.jm). Bidders are therefore required to monitor the website for the most current information.

The Bank of Jamaica reserves the right not to accept the lowest, or any other tender or to abort the tender process and reject all bids at any time prior to the award of contract without incurring any liability.

**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)



## The Montego Bay Convention Centre

### INVITATION FOR BIDS

The Montego Bay Convention Centre Invites eligible and qualified bidders to submit sealed bids for the **Procurement of Security Guard Services for Two (2) Years at The Montego Bay Convention Centre (Retender)**.

**Procuring Entity:** The Montego Bay Convention Centre

**Scope:** To Provide Security Services for the Montego Bay Convention Centre for the period 2024-2026.

**PPC Category:** Safety & Security Services

**Procurement Method:** National Competitive Bidding

**Eligibility Requirements:**

1. Copy of a valid Tax Compliance Certificate (TCC)
2. Copy of Valid Public Procurement Commission Certificate (PPC) in the category Safety & Security Services – Guard Services
3. Copy of Certificate from the Private Security Regulation Authority (PSRA)
4. Bid Security in the Form of either an irrevocable letter of credit, or a bank guarantee from the banking institution, or bond issued by a Surety which is incorporated and domiciled in Jamaica, or a bid-securing declaration, or a certified manager's cheque, or an insurance certificate. – Seven Hundred Thousand Dollars (\$700,000).

**Availability of Tender Documents:** Bidding documents will be available for download on the Government of Jamaica electronic Procurement website ([www.gojep.gov.jm](http://www.gojep.gov.jm)) as at **Monday, February 12, 2024 @ 1 p.m.**

**Site Visit:** A site visit shall take place at the following date, time and place:  
**Date: Wednesday, February 21, 2024**  
**Time: 10:00 a.m.**

**Deadline for Bid Submission:** Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) before **Monday, March 4, 2024 at 11:00 a.m.**  
**Late Bids will be Automatically rejected by the System.**

**Bid Opening:** An online bid opening will take place on **Monday, March 4, 2024 at 11:15 a.m.** An Online bid opening report will be sent to all bidders who submit a proposal.

Bids shall be valid for a period of 90 days after the bid closing date. Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm).

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.

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 876-932-5220/932-5246/932-5253 or via email at [papucustomer@care@mof.gov.jm](mailto:papucustomer@care@mof.gov.jm).