



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, 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 or visit our website at 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.

GOVERNMENT
PUBLIC
PROCUREMENT

If you are interested in doing business with the Government, you are invited to view tender notices for procurement contracts on this page.



JAMAICA CIVIL AVIATION AUTHORITY

INVITATION TO BID

The Jamaica Civil Aviation Authority (JCAA) invites eligible and qualified bidders to submit bids electronically for the **Replacement of the Central Air Conditioning Unit at the Tower located at the Norman Manley International Airport (NMIA) (RFP#2024/JCAA/05).**

Procurement Method: National Competitive Bidding

Eligibility Criteria:

1. Valid Public Procurement Commission (PPC) registration 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 February 29, 2024 at www.gojep.gov.jm.**

Deadline: Tenders must be submitted on the electronic tendering platform no later than **March 27, 2024 at 3:00 p.m.**

Late submissions will automatically be rejected by the system.

Contact Information: Jacene Richards-Harris
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 Electronic Government Procurement Portal (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.

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 or 932-5251, 932-5244** or via email at opppcustomercare@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



National
Housing Trust
...the key to your home

DIGITAL MARKETING SERVICES
NHT, 4 Park Boulevard, St. Andrew

Procuring Entity: National Housing Trust

Scope: Develop a digital strategy across all online platforms for the NHT, for a period of one year, commencing on May 1, 2024. The scope of services includes:

- developing digital content, to include videos, carousels, and static graphics/images
- developing a digital media plan
- developing paid digital marketing campaigns
- utilising influencer marketing based on the needs of the campaign
- monitoring campaign performance and provide digital media analytics
- designing branded templates
- creating monthly content, to include (but is not limited to):
 - » 8 basic animations/motion graphics (1920×1080)
 - » 6 static graphics (1350×1080)
 - » 4 carousels (1080×1080)
 - » 2 basic edited videos (basic animations/transitions/music - 1920×1080)

PPC Grade/Category: Advertising, Public Relations and Marketing Services
OR Advertising, Public Relations and Marketing Services Graphic Design

Tender Security: N/A

Procurement Method: National Competitive Bidding

Contact Information: Manager, Procurement Unit

Address of Entity: 4 Park Boulevard, Kingston 5

Telephone Number(s): (876) 929-6500-9, Ext. 7294/7269

Email Address: procurement@nht.gov.jm

Bid packages are available from the GOJ's e-procurement (GoJEP) portal <https://www.gojep.gov.jm> as of **Tuesday, February 27, 2024**. Bids must be submitted online on or before **11:00 am on Tuesday March 19, 2024**. Bids will be opened online at <https://www.gojep.gov.jm> on the same day, immediately after bid submission deadline. Please visit the GoJEP portal and the NHT website (www.nht.gov.jm) for full details.

For assistance with registration on the GoJEP portal, please contact the Ministry of Finance and the Public Service Help Desk at: (876) 932-5220 or via email at opppcustomercare@mof.gov.jm.



JAMAICA CIVIL AVIATION AUTHORITY

INVITATION TO BID

The Jamaica Civil Aviation Authority (JCAA) invites eligible and qualified bidders to submit bids electronically for the **Supply and Installation of an Audio-Visual Solution for the Jamaica Civil Aviation Authority's Auditorium, located at 4 Winchester Road, Kingston 10. (RFP#2024/JCAA/04)**

Procurement Method: National Competitive Bidding

Eligibility Criteria:

1. Valid Public Procurement Commission (PPC) registration 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 February 27, 2024 at www.gojep.gov.jm.**

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

Late submissions will automatically be rejected by the system.

Contact Information: Jacene Richards-Harris
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 Electronic Government Procurement Portal (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.

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 or 932-5251, 932-5244** or via email at opppcustomercare@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



Government of Jamaica

Ministry of Economic Growth and Job Creation



NATIONAL WORKS AGENCY

INVITATION TO BID

The National Works Agency (NWA) invites sealed bids from eligible and suitably qualified contractors for the **PROCUREMENT FOR THE SERVICING OF FIRE EXTINGUISHERS AT THE NWA OFFICES ISLANDWIDE FOR THE PERIOD 2024 – 2027.**

Scope of works: Further details on the specifications can be found in Section II of these Bidding Documents.

Eligibility Requirements: (1) Copy of valid Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL) and (2) Proof of registration with the Public Procurement Commission (PPC) of Jamaica as a Public Sector Contractor in the category of Safety Products or Safety and Security Services – Fire Safety Products and Equipment - Installation and Service or Safety and Security Services – Safety Equipment Installation and Service.

Availability: A complete set of Bidding Documents in English will be available for download as at **Wednesday, March 6, 2024** on the Government of Jamaica Electronic Procurement website www.gojep.gov.jm.

This is an online managed Tender, and Tender Documents and Supplier Bids will only be made available and accepted via the electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copy) bids will be accepted and there will be no physical Tender Box for drop-off of Bids. To participate in this tender opportunity, Suppliers must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm. Please register on the e-GP System, by selecting the Register as a supplier link from the home page. For assistance, and training please contact the support desk at **(876) 932-5704**.

"Developing Safe, Reliable & Quality Roads"

www.nwa.gov.jm



INVITATION TO TENDER

Procurement of Heavy-Duty Pick-Up Trucks
Bid No. 2024-02-23 -USF/HD/PU/TRUCKS

The Universal Service Fund (USF) invites suitably qualified companies to submit bids for the **Procurement of Heavy-Duty Pick-Up Trucks.**

Eligibility Criteria:

- Valid Tax Compliance Certificate (TCC)
- Proof of Registration with the Public Procurement Commission (PPC) in the category of **Motor Vehicles and Spares and Accessories/Motor Vehicles and Spares – New Car.**

Collection of Tender Document: **Tuesday, February 27, 2024 at 2:00 p.m. on www.gojep.gov.jm.**

Bid Submission Deadline: **Thursday, March 21, 2024 at 2:00 p.m. via www.gojep.gov.jm.**

Contact Information: procurement@usf.gov.jm.

The USF reserves the right not to accept the lowest, or any other tender, or to annul the tender process and reject all tenders at any time prior to contract award without incurring any liability.