



# 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 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.**

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 Customs Agency

### INVITATION FOR BIDS

JCA/2024/227

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the Procurement of Closed User Group (CUG) Services for Jamaica Customs Agency for the period of Two years (2024-2026).

**Procuring Entity:** Jamaica Customs Agency

**Scope:** The Procurement of Closed User Group (CUG) Services for Jamaica Customs Agency for the period of Two years (2024-2026).

**PPC Category:** Telecommunication Services, Telecommunication Supplies and/or Information Technology Services

**Procurement Method:** National Competitive Bidding (NCB)

**Eligibility Requirements:** Copy of a valid Certificate of Registration with Public Procurement Commission (PPC) (formerly NCC) and Tax Compliance Certificate or Tax Compliance Letter clearly showing the expiration date.

**Bid Security:** Bid Security in the amount of **Four Hundred and Fifty Thousand Jamaican Dollars (J\$450,000.00)**.

**Availability of Tender Documents:** Bidding documents will be available for download as at **Saturday, April 20, 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 **Monday, May 13, 2024 at 2:00 p.m.**

**Late Bids will be Automatically rejected by the System.**

**Bid Opening:** An online bid opening will take place on **Monday, May 13, 2024 at 2:15 p.m.** An Online bid opening report will be sent to all bidders who submit a proposal.

**Contact Information:** Director, Public Procurement [procurementinfo@jca.gov.jm](mailto:procurementinfo@jca.gov.jm)

**Address:** Jamaica Customs Agency  
Myers Wharf, Newport East  
Kingston 15  
Telephone no. 876-922-5140-9  
Fax no. 876-948-6920

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, Office of Public Procurement Policy Customer Care Desk at 876-932-5220/932-5246/932-5253 or via email at [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm).**

## OFFICE OF THE PRIME MINISTER

### INVITATION TO BID

The Office of the Prime Minister (OPM) invites all eligible and qualified bidders to submit bids for the **Procurement of Roof Repairs by Lots**. This activity will be funded from the OPM's budgetary allocation from the Ministry of Finance and the Public Service.

**Tender No:** OPM 2024/04/005

**Procurement Method:** National Competitive Bidding (NCB)

**Eligibility Requirements:** \*Valid Tax Compliance Certificate (TCC) or a Tax Compliance Letter (TCL) Tax Compliance Notification (TCN) (Must be issued from the authorized entity and not expired before or on the bid submission deadline.)

\*Valid Public Procurement Commission Certificate (PPC) in the category of "Roofing Works"

\*Grade 4 Considering proposals for Lot 1 or Lot 2.

\*Grade 3 Considering proposals for Lot 3 or Lot 4 or Lot 5.

\*Grade 2 Considering proposals for All Lots. (Must be issued from the authorized entity and not expired before or on the bid submission deadline)

#### Availability of Bid Documents:

A complete set of Bidding Documents in English will be available for download as of **Wednesday, April 17, 2024** on the Government of Jamaica Electronic Procurement's website at [www.gojep.gov.jm](http://www.gojep.gov.jm). All Bidders MUST be registered on the GOJEP system in order to access the bidding documents and participate in the tender. Registration can be done by following instructions listed on the website at [www.gojep.gov.jm](http://www.gojep.gov.jm).

#### Bid Submission & Openings:

Tenders must be submitted by electronic portal (GOJEP) no later than **Friday, May 10, 2024 at 11:00 a.m.** Online Bid Opening will take place on **Friday, May 10, 2024 at 11:15 a.m.** An online Bid Opening Report will be sent to all bidders.

No offline (hard copies) will be accepted and there will be no physical tender drop box for drop-off of tender documents. For assistance regarding registration, training, access to tender documents and upload of bid proposals, please contact the Customer Service Desk, Office of the Public Procurement Policy, Ministry of Finance at 876-932-5220, 932-5253 or 932-5246.

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

**Clarifications:** All clarifications must be submitted online via the Government of Jamaica Electronic Procurement's website at [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Monday, May 6, 2024 at 4:00 p.m.** Please note the Procuring Entity is **NOT** obligated to respond to any clarifications beyond this deadline.

**Contact Information:** Mr. Odayne Morrison  
Public Procurement Unit  
Office of the Prime Minister  
1 Devon Road, Kingston 10  
876-927-9941

**The Office of the Prime Minister reserves the right to accept or reject any or all bids and restart the entire tender process.**



National Housing Trust  
...the key to your home

## JANITORIAL SERVICES

St. Catherine & St. Ann Branch Offices

**Procuring Entity:** National Housing Trust

**Scope:** Provide janitorial services at the St. Catherine and St. Ann Branch Offices for a period of three years, commencing July, 1, 2024.

The successful bidder(s) will be required to:

- provide all labour (staff), cleaning and sanitizing agents, materials and equipment
- clean offices, washrooms/bathrooms, kitchens, lobby area and lunch rooms
- clean and sanitize telephones, desks, doorknobs, handles, and chair arms
- remove and dispose of garbage to a central holding area
- power wash, clean and shine all exterior glass windows and doors
- vacuum all carpeted areas.

Note: Separate contracts will be awarded for each branch office. Therefore, service providers are permitted to bid on one or both locations.

**PPC Grade/Category:** Janitorial, Sanitation Services

**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. 7289/7280

**Email Address:** [procurement@nht.gov.jm](mailto:procurement@nht.gov.jm)

Bid packages are available from the GOJ's e-procurement (GoJEP) portal <https://www.gojep.gov.jm> as of **Tuesday, April 16, 2024**. Bids must be submitted online on or before **11:00 am on Tuesday, May 7, 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](http://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](mailto:opppcustomercare@mof.gov.jm).



## INVITATION TO TENDER

**PROCURING ENTITY:** Bank of Jamaica

**SCOPE:** Supply & Delivery of ICP Active-9 Coin Processing Machines

**PPC CATEGORY:** Office Equipment Supplies, Parts & Supplies  
General Supplies  
Banking Equipment, Parts & Supplies  
Electronic Equipment, Parts & Supplies  
Industrial, Construction Equipment, Machinery, Parts & Supplies

**CONTACT INFORMATION:** Head of Procurement  
Bank of Jamaica  
Procurement Administration Section  
Nethersole Place  
Kingston, Jamaica  
876-922-0750-9

**TENDER DOCUMENT:** Bidding Documents are available for download on the Government of Jamaica Electronic Procurement website at [www.gojep.gov.jm](http://www.gojep.gov.jm). Bidders MUST be registered on the e-GP System to access the bidding documents and participate in the tender. Registration can be done by following the **e-GP System Quick Guide for Suppliers** at [www.gojep.gov.jm](http://www.gojep.gov.jm) or contact the Ministry of Finance and the Public Service via email: [opppcustomercare@mof.gov.jm](mailto:opppcustomercare@mof.gov.jm) or telephone: 876-932-5220.

**SUBMISSION OF TENDERS:** Bids must be submitted online via the e-GP System website at [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Tuesday, 7 May 2024 at 10:00 a.m.** Online Bid Opening will take place on **7 May 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 e-GP System 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.