



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, 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@mof.gov.jm](mailto:oppccustomer@mo.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.



Court Administration Division INVITATION FOR BIDS

The Court Administration Division, formerly Court Management Services, invites eligible and qualified bidders to submit bids for the Procurement of Rehabilitation and Expansion of Bio-digester at the Portland Parish Court.

Procuring Entity: Court Administration Division

Scope: Rehabilitation and Expansion of Bio-digester – Portland Parish Court

NCC Category: Building Construction (Minimum Grade 3)
Civil Engineering (Minimum Grade 3)
Tank Erection (Minimum Grade 2)

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 **Thursday, July 18, 2024** on the Government of Jamaica Electronic Procurement website (www.gojep.gov.jm).

Deadline for Bid Submission: Bids must be submitted online via www.gojep.gov.jm on or before **August 14, 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 **August 14, 2024 at 2:15 p.m.**

Contact Information: Mr. Keith Samuda – Senior Public Procurement Officer, keith.samuda@cad.gov.jm

Address: Court Administration Division
8th Floor, The Towers
25 Dominica Drive
Kingston 5
Telephone No. 876-613-8878 or 876-870-5806

This is an online Tender where tenders will only be made available and accepted via the Government Electronic Procurement Portal (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.

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



INVITATION TO BID

Procuring Entity: Caribbean Maritime University

Request for Quotation #: *Maintenance and Servicing of Air Conditioning System at the Caribbean Maritime University CMU Man Campus, Port Royal Campus and Copacabana for Two (2) Years (RFQ#ADMIN2024-07)*

Scope: The service provider will provide timely maintenance (preventative and corrective maintenance) and fault resolution of the existing Air Conditioning System at CMU Main Campus, Copacabana and Port Royal Campus. Preventative and Corrective maintenance can be categorized into the A/C Split Units, and Central Air System.

Procurement Method: National Competitive Bidding (NCB)

Eligibility/Criteria: To be considered eligible, bidders must provide proof of the following:

Current registration with the Public Procurement Commission in Heating, Ventilation, Air Conditioning Refrigeration

Address of Entity: Palisadoes Park, Norman Manley Highway P.O. Box 8081, Kingston CSO, Jamaica, W.I.

Availability of Bidding Documents: Bidding Documents will be available for download as of **Tuesday, July 23, 2024** on the Government of Jamaica Electronic Procurement (e-GP) System's website at www.gojep.gov.jm. Registration instructions are available on the website listed on the system. Registration is required for vendors to participate in the tender process.

Submission of Bids

Bids must be submitted on the electronic tendering platform via www.gojep.gov.jm no later than Thursday, August 15, 2024 at 1:00 p.m. Online Bid Opening takes place on Thursday, August 15, 2024 at 1:15 p.m. The Bid Opening Report will be forwarded online to all applicants who submit a proposal. Late submissions will be rejected by the system.

To participate in this tender opportunity, suppliers must be registered and trained to use the Electronic Procurement System @ www.gojep.gov.jm. Please register on the system by selecting the "Register as a Supplier" link from the home page. For assistance regarding training, registration or how to download tender documents and upload tender proposals, please contact the Ministry of Finance & the Public Service, Office of Public Procurement Policy Customer Care desk at 876-932-5220, 932-5244, 932-5253, 932-5251, 932-5246 or 932-5205 or via email at oppccustomer@mof.gov.jm. For further information, please contact the Director of Procurement via email: mofprocure@mof.gov.jm.

Contact Information: The contact information for the Procurement Service Unit is procurement@cmu.edu.jm or telephone 876-924-8150 ext. 4258. All queries should be made through the GOJEP.

Caribbean Maritime University (CMU) reserves the right to reject all/any tender(s).

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

For Bookings Email:
jisadvertising@gmail.com,
procurement@jis.gov.jm