



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@care@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.



REQUEST FOR CURRICULA VITAE

Data Protection and Privacy Programme to include a Data Protection Officer

The Houses of Parliament is the Legislative Arm of Government which is responsible for making the country's laws, providing oversight of the Executive and representing the interests of Jamaican citizens. Proceedings of the Parliament are open to the public and meetings of the Senate, House of Representatives and Parliamentary Committees are broadcast live and streamed on the internet. The Houses of Parliament consists of the Upper and Lower Houses. The Senate, which is the Upper House, is the direct successor of a pre-Independence body known as the "Legislative Council" and comprises of 21 senators appointed by the Governor-General: thirteen on the advice of the Prime Minister and eight on the advice of the Leader of the Opposition.

Core Function

The core function of this consultancy is to provide the Houses of Parliament with a Data Protection and Privacy Programme to include a Data Protection Officer to ensure that the HOP can meet its obligations under the DPA.

The Project Officer will monitor and deliver on all stages of the project from planning, implementation, monitoring, controlling and closure to ensure the seamless and timely execution of all project deliverables

The consultant will be required to do, among other things:

1. Design the governance model and organizational structures required to ensure ongoing compliance with the DPA.
2. Develop the appropriate policies required for the internal governance of the Data Protection and Privacy Programme, including but not limited to Data Protection and Privacy Policy, and Data Retention Policy.
3. Define roles, responsibilities, and reporting relationships for the Data Protection/Privacy Team.
4. Develop a Data Protection Training and Awareness programme for the HOP.

The consultant will be required to have the following qualifications and experience:

The consulting firm should have the following minimum qualifications:

- a) At least three (3) years' experience in data protection/data privacy practice.
- b) Completed a minimum of two (2) projects of similar size and scope; and
- c) Relevant experience in projects within the Caribbean region or internationally that have implemented the General Data Protection Regulations (GDPR).

Individual Consultants

The key subject matter expert(s) assigned by the consulting firm to this project engagement should have the following minimum qualifications and demonstrate the following competencies:

- Degree in Law, Information Technology or Management, IT Security, Audit or similar background.
- Data Protection or Privacy certification such as CIPP, CIPM, CDPSE
- Minimum five (5) years' experience within compliance, IT Risk Management or legal function.

The Houses of Parliament now invites eligible and qualified firms/individual to submit their full curricula vitae for the Consultancy Services for a Data Protection and Privacy Programme to include a Data Protection Officer for a period of 12 months.

The detailed Terms of Reference for the Consultancy Services are available on the GOJEP Platform. Bid submission date for all curricula vitae should be **NO LATER THAN July 25, 2024 by 3 p.m.**

We thank all interested persons for applying; however, the HOP reserves the right to withdraw this invitation without providing reason at any time before the indicated deadline for submission.

Vitae.



Ref#:NCB-HTP- 22/07/2024

INVITATION TO BIDS

Procurement of Histology Tissue Processor

Ministry of Health & Wellness now invites bids from eligible and qualified companies to supply one Histology Tissue Processor.

Bidding will be conducted through the National Competitive Bidding (NCB) Procedures specified in the Government of Jamaica procurement policies.

Eligibility Requirements:

Bidders must submit the following with their bids at the time of bid submission:

- A copy of a valid Tax Compliance Certificate (TCC) or a Valid Tax Compliance Letter (TCL).

Availability of Bid Document and Bid Submission:

This is an online tender where tender documents, clarifications and bid submission will only be made available and accepted via the Government of Jamaica Electronic Portal – GOJEP (www.gojep.gov.jm). **No offline (hard copies) will be accepted and there will be no physical drop box for drop-off of tender documents.**

- Tender documents can be downloaded as of **Wednesday, July 24, 2024.**
- Clarification period for queries and responses closes on **Wednesday, July 31, 2024 no later than 2:00 p.m.**

Submission Deadline:

Tenders must be submitted via the GOJEP no later than **Wednesday, August 7, 2024 at 2:00 p.m. local time.**

Late bids will be automatically rejected by the system.

To participate in this tender opportunity, suppliers must first be registered on the GOJEP at www.gojep.gov.jm.

To register, please select the "Register as a supplier" link from the GOJEP system's home page.

For assistance regarding training, registration, download of tender documents and upload of tender proposals, please contact the Ministry of Finance, the Office of Public Procurement Policy Customer Care Desk at (876)932-5220/932-5246/932-5253/932-5251/932-5244 or email at oppccustomer@mof.gov.jm.

The Ministry of Health & Wellness reserves the right to accept or reject any tenders or to abandon the tender process without any explanation to prospective bidders.

This advertisement can also be viewed on the Ministry of Health & Wellness website at www.moh.gov.jm.

For further information regarding this advertisement, please contact yanique.bonner@moh.gov.jm, or via telephone number **876-630-1834.**

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

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