



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



MINISTRY OF HEALTH & WELLNESS

REF#GA-2024-16-08

### Procurement Janitorial Services for Two Years

The Ministry of Health & Wellness now invites bids from eligible and qualified companies for the Procurement of Janitorial Services for the period of two (2) years at ten (10) separate buildings comprising of twenty-five (25) floors, including offices, bathrooms, balcony, corridor, library, kitchenette, reception area, conference rooms, sickbay, storeroom, canteen, and registry.

Bidding will be conducted through the National Competitive Bidding (NCB) Procedures specified in the Government of Jamaica's Public Procurement Act and in accordance with the related Bidding Document.

#### Eligibility Requirements

Bidders must submit the following with their tenders at the time of bid opening:

- Valid Copy of Public Procurement Commission (PPC) Registration in the category **Janitorial Services and/or Janitorial, Sanitation Services**
- Valid Copy of Tax Compliance Certification (TCC)/Tax Compliance Letter (TCL).

#### Availability of Bid Documents 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](http://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/accessed as of **Wednesday, August 21, 2024.**
- Clarification period for queries and responses closes – **Wednesday, September 4, 2024 no later than 2:00 p.m.**

#### Submission Deadline:

Tenders must be submitted via the GOJEP no later than **Wednesday, September 11, 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](http://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@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm).**

All requests for clarification and additional information specific to this opportunity will only be facilitated via the GOJEP platform.

**The Ministry of Health & Wellness reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids without thereby incurring any liability to bidders.**



## NATIONAL LAND AGENCY

Invite bids for the **Supply and Installation of Shelves at the Estate Management Complex located at 20 North Street, Kingston**

**Scope: Supply and Installation of Shelves at the Estate Management Complex located at 20 North Street, Kingston**

#### Eligibility Requirements

1. Valid Tax Compliance Letter (TCL) or Valid Tax Compliance Certificate (TCC),
2. Valid Public Procurement Commission (PPC) Registration Certificate in any of the following categories:
  - i. **Furniture Manufacture, Repairs & Supplies**
  - ii. **Office Equipment Supplies, Parts & Supplies.**

#### Availability of Tender Documents and Bid Submission

This is an online tender where tender documents, clarifications, and bid submissions will only be made available and accepted via the Government of Jamaica Electronic Procurement Portal – GOJEP ([www.gojep.gov.jm](http://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 on **Tuesday, August 20, 2024.**

#### Submission Deadline:

Tenders must be submitted via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Wednesday, September 4, 2024 at 10:00 a.m.** The System will automatically reject Late Bids. Bidders are therefore urged to commence bid upload at least two (2) hours before the submission time.

The Procuring Entity will not be held liable for bids not submitted on time due to the late commencement of bid upload. At the first sign of any technical difficulties, Bidders must make contact with the Ministry of Finance, Office of Public Procurement Policy (OPPP).

Additionally, for assistance regarding training, download of tender documents, and upload of tender proposals, please contact the Ministry of Finance, Office of Public Procurement Policy (OPPP) Care Desk at 876-932-5220/932-5246/932-5253 or via email at [oppccustomer@care@mof.gov.jm](mailto:oppccustomer@care@mof.gov.jm).

**The National Land Agency is not obliged to accept the lowest or any bid and reserves the right to terminate the bid process at any point before the award of a contract without incurring liability to any of the bidders.**

## 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)