



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@mofoffice.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.



The Passport, Immigration & Citizenship Agency

INVITATION FOR BIDS Retender

Project Name: Provision of Janitorial Services for PICA locations

Reference No.: PICA-JSS-NCS1-08-2024-2027

The Passport, Immigration & Citizenship Agency (PICA), an Executive Agency under the Ministry of National Security, hereby invites suitably qualified firms to submit Bids for the referenced Procurement Opportunity.

Procurement Method: National Competitive Bidding

AVAILABILITY OF TENDER DOCUMENTS

Tender documents, which include details of firm's eligibility, will be available for download at <https://www.gojep.gov.jm> from the Government of Jamaica Electronic Procurement Portal (GOJEP) as of **Tuesday, August 20, 2024**.

Bid submission deadline is **1400hrs on Thursday, October 3, 2024**.

Further details are outlined in the tender documents.

PROJECT BACKGROUND

The PICA requires cleaning and sanitation services for twelve (12) office locations over a three (3) year period. The PICA offices are located in:

- Kingston and St. Andrew
- Montego Bay, St. James
- St. Ann's Bay, St. Ann
- Port Antonio, Portland
- May Pen, Clarendon
- Mandeville, Manchester

NOTE:

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

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 system's home page.

For assistance relating to the operations of the GOJEP website, please contact the Office of the Public Procurement Policy (OPPP) within the Ministry of Finance and the Public Service at (876)932-5220/(876)932-5205 or oppccustomer@mof.gov.jm. For further information, please contact:

**The Director Public Procurement
21 West Kings House Road
Kingston 10**

Tel: (876) 754-7422; Email: Procurementpica@pica.gov.jm



Invites Sealed Bids
For

Supply of Replacement Process Drums (Pressure Vessels) for Petrojam Limited's Refinery

Petrojam Limited invites Proposals for the **Supply of Replacement Process Drums (Pressure Vessels) for Petrojam Limited's Refinery** to satisfy its business needs. Further details of the procurement are available in the Bidding Documents.

International Bidders: While not required to submit a Jamaican Tax Compliance Certificate (TCC) and proof of registration with the Public Procurement Commission (PPC) at the time of bid submission, if successful must demonstrate tax compliance in their country of registration prior to contract award.

Where any aspect of the services will be performed in Jamaica, the bidder is required to provide Petrojam Limited with the following **prior** to contract signing:

- A valid Jamaican Tax Compliance Certificate
- A valid certificate of registration with the Public Procurement Commission (PPC) of Jamaica in the category of **Industrial, Construction Equipment, Machinery Parts & Supplies**.

Local Bidders: While not required to submit a Jamaican Tax Compliance Certificate (TCC) and proof of registration with the Public Procurement Commission (PPC) at the time of bid submission, if successful must provide Petrojam Limited with the following **prior** to contract signing:

- A valid Jamaican Tax Compliance Certificate
- A valid certificate of registration with the Public Procurement Commission (PPC) of Jamaica in the category of **Industrial, Construction Equipment, Machinery Parts & Supplies**.

Bidding Documents will be available for download from **Wednesday, August 21, 2024** on the Government of Jamaica's Electronic Procurement website at www.gojep.gov.jm.

Bids must be submitted online via www.gojep.gov.jm no later than **Thursday, September 12, 2024 at 2:00 p.m. Jamaica time (UTC-05:00)** with the opening 5 minutes later. **Late Bids will be automatically rejected by the platform.** A prospective Bidder requiring any clarification of the Bidding Documents, **including the contract document** must seek clarifications no later than **Thursday, September 5, 2024 at 2:00 p.m. Jamaica time (UTC-05:00)**. **All clarifications will be facilitated through the electronic platform only (www.gojep.gov.jm).**

Petrojam reserves the right to accept or reject any bid, and to annul the tender process and reject all bids at any time, without thereby incurring any liability to Bidders.

This is an online managed Tender, and tender documents and Supplier Bids 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 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: 876-932-5220.

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

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