



# 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 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@procureja.gov.jm](mailto:oppccustomer@procureja.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.**



## REAL ESTATE BOARD

### Invitation to Bid

### PROCUREMENT FOR SECURITY SERVICES TO REAL ESTATE BOARD AND REAL ESTATE TRAINING INSTITUTE FOR A PERIOD OF TWO (2) YEARS IN LOTS

The Real Estate Board (REB) now invites bids from eligible and suitably qualified bidders for the **PROCUREMENT FOR SECURITY SERVICES TO REAL ESTATE BOARD AND REAL ESTATE TRAINING INSTITUTE FOR A PERIOD OF TWO (2) YEARS IN LOTS**

**Scope of works:** The scope of work consists of but is not limited to the following: safeguard REB personnel, assets and property; screen visitors and other personnel and confirm that their access is authorized; respond to medical emergencies, notifying appropriate personnel as necessary; ensure that property passes or other authorization passes are utilized; patrol parking facilities and escort employees after working hours as necessary; observe and enforce rules governing the entity's buildings and grounds. Alertness to discover and deter any person attempting to gain unauthorized access. Log and safeguard lost and found articles for return to authorized REB personnel. Provide directions and assistance to employees, visitors and guests. Keep alert to hazards that may cause fires, explosions, and other catastrophes by close observation of company building, machinery, vehicles, electrical equipment, and personnel, and upon discovery of an unsafe condition or practice notify the designated REB representative as per required specifications.

**Eligibility Requirements:** (1) Copy of valid Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL) and (1) Proof of registration with the Public Procurement Commission (PPC) of Jamaica as a Public Sector Supplier in the category of Safety and Security Services—other or Safety and Security Services—Guard Services

**Availability:** A complete set of Bidding Documents in English will be available for download as at **Monday, November 18, 2024** on the Government of Jamaica Electronic Procurement website [www.gojep.gov.jm](http://www.gojep.gov.jm).

**Submission Deadline:** Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Monday, December 16, 2024 at 10:00 a.m. Jamaica time (UTC-05:00)** and bids must be valid for One Hundred and Twenty (120) calendar days after the date of bid submission. Late Bids will be rejected. Bids will be opened online on **Monday, December 16, 2024 at 10:15 a.m. Jamaica Time (UTC -05:00)**. 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](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 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](http://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: 876-932-5740.



### INVITATION TO BID

REF#: L-NCDA-MOHW-11-2024

### Procurement of LAPTOPS

Ministry of Health & Wellness now invites bids from eligible and qualified companies to supply laptops.

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)
- A copy of a valid Public Procurement Commission (formerly National Contracts Commission) Registration Certificate
- Completed, Stamped and Signed Bid Submission Form (**Bid sum must be inclusive of GCT and shall be clearly differentiated from subtotal amount.**)

All other instructions and requirements will be in the bid document. Tender submissions that do not comply with all the above requirements will be deemed non-responsive.

#### 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](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 as of **Monday, November 18, 2024.**
- Clarification period for queries and responses closes – **Monday, November 25, 2024 no later than 2:00 p.m.**

#### Submission Deadline:

Tenders must be submitted via the GOJEP no later than **Monday, December 2, 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@procureja.gov.jm](mailto:oppccustomer@procureja.gov.jm).**

This advertisement can also be viewed on the Ministry of Health & Wellness website at [www.moh.gov.jm](http://www.moh.gov.jm).

For further information regarding this advertisement, please contact [submissionsprocurement@moh.gov.jm](mailto:submissionsprocurement@moh.gov.jm), or via telephone number **(876) 633-8236**.

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.

## 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)