



National Housing Trust
...the key to your home

LABOUR & SMALL MATERIALS PROGRAMME (LSMP)
PROVISION OF SECURITY SERVICES
(POST-CONSTRUCTION)

The Villages of Colbeck Castle Housing Development, Phases 1 & 2, St. Catherine

Procuring Entity:	National Housing Trust
Scope:	Provide 24-hour (7 days/week) security services (armed, unarmed guards, canine, and handlers) for a period of six months at The Village of Colbeck Castle Housing Development, Phases 1 & 2, St. Catherine. The successful security firm will be required to: <ul style="list-style-type: none"> • provide 24-hour security services (armed/unarmed guards, canine and handlers) • secure the entire property and all the contents of the buildings (fixtures and fittings) • ensure that all access to the development is restricted to duly authorized personnel or persons of the NHT including vehicles and equipment.
PPC Grade/Category:	Safety and Security Services
PSRA Registration	Evidence of the security firm's registration with the Private Security Regulation Authority (PSRA) as a Contract Security Organization.
Tender Security:	N/A
Procurement Method:	National Competitive Bidding
Contact Information:	Manager, Procurement Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Numbers:	(876) 929-6500-9, Ext. 7245/7269
Email Address:	procurement@nht.gov.jm

Bid packages are available from the GOJ's e-procurement (GoJEP) portal <https://www.gojep.gov.jm> as of Tuesday, December 10, 2024. Bids must be submitted online on or before 11:00 am on Tuesday, January 14, 2025. Bids will be opened online at <https://www.gojep.gov.jm> on the same day, immediately after bid submission deadline. Please visit the GoJEP portal and the NHT website (www.nht.gov.jm) for full details.

For assistance with registration on the GoJEP portal, please contact the Ministry of Finance and the Public Service Help Desk at: (876) 932-5220 or via email at opppcustomercare@mof.gov.jm.



Request for Proposals (RFP)
From Security Guard Companies
NCB#: .2024/SAS-34712/25-25-111

The University of Technology, Jamaica (UTech Ja) invites proposals from tax compliant Security Guard Companies registered to conduct business in Jamaica, to provide security guard services at the University's campuses in a two-year contract. Current registration with the Private Security Regulation Authority (PSRA) and the Public Procurement Commission will be requirements for award of a contract.

Scope of Works

The provider of the security guard services will be required to:

- Promote lawful behavior and protect the welfare of students, staff and any other users of the University.
- Patrol campus grounds to identify security risks, and ensure buildings, unoccupied rooms, external doors, car parks and security systems are safe and secured.
- Monitor behavior, secure buildings and property, investigate disturbances, maintain order during events and enforce regulations.
- Monitor University visitors to ensure safety and access in accordance with University's policies and procedures
- Enforce and monitor crowd control and safety measures at special events.
- Monitor the physical safety of the University's buildings by locking and unlocking doors, patrol and report suspicious behavior.
- Attend all responses to alarms, medical emergencies, fires and other similar matters, evacuating premises and contacting appropriate emergency services if required.
- Write and submit incident reports to the Director of Safety and Security.
- Provide incidents reports within 24 hours of occurrence.
- Conduct investigations of security breaches as directed.
- Provide supporting administrative functions, for example, the custody of keys, managing gate passes, maintaining visitor's logs and maintaining staff attendance registers.

Proposals

The bid document will be available for download as of November 29, 2024 from the Government of Jamaica Electronic Procurement website www.gojep.gov.jm Interested eligible Security Companies must submit with their Technical Proposals, certificate of registration with the PSRA; Certificate of registration with the Public Procurement Commission; Bid Securing Declaration; Bid Submission Form; a valid Tax Compliance Certificate or Tax Compliance Letter for the Bidding Company along with the requirements of the Bid Data Sheet.

The financial proposal must be submitted separately and appropriately labeled.

All clarifications shall be done through the e-GP System. The deadline for the receipt of clarifications is Thursday, January 9, 2025 at 10:00am. Bids shall be valid for a period of 180 days after bid closing Tuesday, January 14, 2025. Bids must be submitted no later than 10:00am on Tuesday, January 14, 2025. Online bid opening will be at 10:15am on Tuesday, January 14, 2025. An online bid opening report will be sent to all bidders that submitted a bid. Site Visits will be conducted on December 11 & 13, 2024. The details of these site visits are outlined in the tender document available on the Government Procurement Portal (www.gojep.gov.jm)

This is an online managed tender and tender documents and Contractors bids will only be accepted via the electronic Government 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, Contractors must first be registered and know how to use the electronic Procurement System at www.gojep.gov.jm Please register on the e-GP System by selecting the register as a Supplier link from the homepage.

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