



PUBLIC PROCUREMENT GOVERNMENT

If you are interested in doing business with the Government,
you are invited to view tender notices for
procurement contracts on this page.



INVITATION TO BID

THE HOUSES OF PARLIAMENT Stenographic Services

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.

Eligibility: Valid Tax Compliance Certificate

Core Function: The consultants are to provide steno writing services for plenary meetings, i.e. meetings of the Senate, House of Representatives and the Parliamentary Committees.

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

1. The Writers will provide steno writing services by producing verbatim notes of the proceedings of each sitting of the Senate, House of Representatives and the Parliamentary Committees.
2. The Writers will be expected to deliver all verbatim notes taken within two-week period. Upon delivery, the Chief Hansard Reporter will check the notes for style, format and then submit to the Hansard Editing Section for editing. If there are any corrections, the notes will be returned for adjustments.

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

- Certificate in Stenotype Writing (minimum 180 words per minute)
- At least five years' experience in a related field.

The Houses of Parliament now invites eligible and qualified firms/individuals 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 6 months.

Deadline Submission: All bids must be submitted online on the GoJEP Platform

Clarification Deadline: Thursday, February 13, 2025 by 10 a.m.

Bid Submission Deadline: Wednesday, February 19, 2025 by 3 p.m.

Bid Opening Deadline: Wednesday, February 19, 2025 by 3:15 p.m.

Late submissions will be automatically rejected by the system.

The detailed Terms of Reference for the Consultancy Services are available on the GOJEP Platform.

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.



THE MINISTRY OF ECONOMIC GROWTH AND JOB CREATION NEW SOCIAL HOUSING PROGRAMME (NSHP), HOPE INVITATION TO BID

**Procurement of Building Construction Works at Wakefield Mews,
Wakefield, Buxton, St. Catherine (Retender)**

Scope:

The Ministry of Economic Growth and Job (MEGJC) through the NSHP invites sealed bids from eligible and suitably qualified Contractors for the **PROCUREMENT OF BUILDING CONSTRUCTION WORKS AT WAKEFIELD MEWS, WAKEFIELD, BUXTON ST. CATHERINE (Retender).**

Scope of works:

Further details on the specifications can be found in Section III of these Bidding Documents.

Eligibility Requirements:

- (1) Copy of valid Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL) and
- (2) Proof of registration with the Public Procurement Commission (PPC) of Jamaica as a Public Sector Contractor in the category of **Building Construction Works, Grade 2 minimum.**

Availability:

A complete set of Bidding Documents in English were made available for download as of **Sunday, February 9, 2025** on the Government of Jamaica Electronic Procurement website at **www.gojep.gov.jm**.

Submission Deadline: Bids must be submitted online via **www.gojep.gov.jm** no later than **Thursday, March 6, 2025 at 2:00 p.m. Jamaica time** and bids must be valid for **One Hundred and Eighty Days (180) calendar days** after the date of bid submission. Late Bids will be rejected. Bids will be opened online on **Thursday, March 6, 2025 at 2:15 p.m. Jamaica time.**

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 at **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 **876-932-5740**.

NOTICE

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

For Bookings
Email: jsadvertising@gmail.com • procurement@jis.gov.jm