



# GOJ PUBLIC PROCUREMENT PAGE



Water is life

## INVITATION TO TENDER

### SUPPLY AND DELIVERY OF (112) DESKTOP COMPUTERS, (20) LAPTOPS AND (120) 24" MONITORS FOR THE ICT DEPARTMENT NATIONAL COMPETITIVE BIDDING

#### Eligibility Requirements: Tenderers must submit:

- A valid Tax Compliance Certificate (TCC)/valid Tax Compliance Letter (TCL) at the bid submission deadline
- A valid registration certificate from the Public Procurement Commission (PPC) under any one of the following classifications:
  - Computers and Supplies AND/OR
  - Computers and Related Services AND/OR
  - Computers, Computer Equipment, Parts and Supplies
- Completed, signed and sealed form of tender
- Bid security in the correct amount and form
- A Power of Attorney (POA) document is required if the Company's bid is not signed by a Director or Chief Executive Officer of the company.

Additional requirements are outlined in the Criteria used for evaluation in the Bidding Document.

**Availability of Bid Document and Bid Submission:** This is an online tender where 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](http://www.gojep.gov.jm)). No offline (hard copies) will be accepted and there will be no physical tender drops-off of tender documents.

- Tender documents can be downloaded as of **Tuesday, March 4, 2025**.
- Clarification period- no later than 7 working days (**Monday, March 24, 2025**) before bid submission deadline.

**Submission Deadline:** Tenders must be submitted by via the GOJEP no later than **Wednesday, April 2, 2025 at 11:00 a.m.**  
Late bids will be automatically rejected by the system.

The original Bid Security **MUST** be submitted in hard copy to the Tender Box at the National Water Commission (NWC) delivered by **Thursday, April 3, 2025 at 11:00 a.m.** at the following address:

The Tender Box  
National Water Commission  
18 Oxford Road,  
Kingston 5, Jamaica, WI

Failure to deliver the original bid security at the date and time specified will render the bid non-compliant.

The "Tender Box" is located in the Lobby, upon entering the building at 18 Oxford Road.

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 system home page.

For assistance regarding training, download of tender and upload of tender proposals, please contact the Ministry of Finance, Office of the Public Procurement Policy Customer Care Desk at **876-932-5220, 876-932-5253 or 876-932-5244** or email [oppccustomer@moj.gov.jm](mailto:oppccustomer@moj.gov.jm).

Failure of the bidder to directly register and download the Tender/Bidding document from the GOJEP website will result in ineligibility/non-responsiveness of that bid and disqualification from the procurement proceedings.

The National Water Commission is not obliged to accept the lowest or any tender and reserves the right to annul the tender process and reject all tenders at any time prior to the award without incurring any liability.



GOVERNMENT OF JAMAICA

## MINISTRY OF LABOUR & SOCIAL SECURITY

### INVITATION FOR BIDS

### SOCIAL PROTECTION FOR INCREASED RESILIENCE AND OPPORTUNITY PROJECT (SPIRO)

Loan No: 9652-JM  
Contract Title: Supply of Office Equipment  
Reference No: JM-MLSS-001-NCB-OP  
Date of Issue: February 21, 2025

The Ministry of Labour & Social Security has received financing from the World Bank towards the cost of the Social Protection for Increased Resilience and Opportunity (SPIRO) Project, and intends to apply part of the proceeds towards payments under the contract for the Supply of Office Equipment

The Ministry of Labour & Social Security now invites sealed bids from eligible and qualified bidders for the supply of office equipment as follows:

Description of Goods	Qty.	Final Destination	Delivery Period
Desktop Computer	1	Ministry of Labour & Social Security 14 National Heroes Circle, Kingston 4	60 days from contract effectiveness
Multimedia Monitor for Desktop Computer	1		
Laptop Computer	7		
Monitor for Laptop Docking	6		
Multifunction Printer (Large)	1		
Multifunction Printer (Small)	1		

Bidding will be conducted in accordance with e-GP procedures as further defined in the e-GP System: Quick Guide for Suppliers. This is an online managed tender, and tender documents and supplier bids will be made available and accepted via the Government Electronic Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No hard copy bid 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 self-register on the e-GP System by selecting the Register as a supplier link from the home page. Suppliers are encouraged to upload their bids at least two (2) hours prior to the deadline for bid submission.

For assistance and training, please contact the GOJEP support desk at **876-932-5220, 876-806-5149, 876-806-4581 or 876-806-4536** or via email at [oppccustomer@moj.gov.jm](mailto:oppccustomer@moj.gov.jm).

The Bidding documents can be accessed at [www.gojep.gov.jm](http://www.gojep.gov.jm).

A pre-bid meeting will not be held.

Bidders are required to demonstrate that they have the following capabilities:

- Valid Public Procurement Commission Certificate in the category of Computers, Computer Equipment, Parts & Supplies
- Bidders must possess a valid Tax Compliance Certificate and must be registered with the Public Procurement Commission in order to participate.

Interested eligible bidders may obtain further information from the Ministry of Labour & Social Security **between 9:00 a.m. and 4:00 p.m.** Mondays to Fridays:

Mrs. Calesha Stewart Walker  
Ministry of Labour & Social Security  
14 National Heroes Circle, Kingston 4  
Email: [calesha-stewart.walker@mlss.gov.jm](mailto:calesha-stewart.walker@mlss.gov.jm).

Bids shall be submitted electronically at [www.gojep.gov.jm](http://www.gojep.gov.jm) on or before **March 13, 2025 at 2:00 p.m.**  
Late bids will be rejected.

Bids will be opened on **March 13, 2025 at 2:30 p.m.** There will not be a public tender opening exercise as the system will forward the tender opening report to all bidders who submit a bid. The Procuring Entity will update the system-generated report with additional relevant information.

Procuring Entity's Address: 14 National Heroes Circle, Kingston 4, Jamaica.

## 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).