GOJ PUBLIC PROCUREMENT PAGE

Advisory on Bid Securities - Tender Bonds

Permanent Secretaries, Heads of Departments, Chief Executive Officers and other Heads of Procuring Entities are hereby being advised of the following guidelines relating to the acceptance of Tender Bonds as forms of Bid Securities.

Pursuant to Section A7.6.1 – Bid Security, Volume 2: Procurement of Goods, Services and Works in the Revised Handbook of Public Sector Procurement Procedures (March 2014): "Bid Security may be required for contract values above Fifteen Million Jamaica Dollars (JMD$15M) as a condition of participation in procurement proceedings." The Procuring Entity must utilize a range of 0.05% to 2% of the comparative estimate to determine and request a fixed sum for the Bid Security.

A Bid Security is a requirement used to assure compensation to the Government of Jamaica for the time and money lost, if the successful bidder fails to honour the bid and the contractual obligations therein. The procuring entity, in its discharge of the procurement function is fully responsible for ensuring that bidders are made aware of a requirement to provide a bid security.

The acceptable forms of bid security must be issued from a reputable financial institution and are limited to:

i. an irrevocable letter of credit or
ii. a Bank guarantee or
iii. a bid bond issued by a surety which is incorporated and domiciled in Jamaica or
iv. a bid-securing declaration or
v. a certified manager's cheque or
vi. an insurance certificate.

A Bid Bond is deemed valid and acceptable if it satisfies all of the following criteria:

i. It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
ii. It is issued by a surety incorporated and domiciled in Jamaica or if the institution issuing a bond is located outside of Jamaica, it must have a correspondent financial institution located in Jamaica to make it enforceable.
iii. It conforms with the bid validity period prescribed in the bidding documents;
iv. It is issued in the name of the bidder. In the case of a joint venture, it must be issued in the name of all the partners in the joint venture;
v. It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
vi. It is duly executed by the bidder/contractor. That is, it meets all the necessary legal requirements to render the document as a valid, enforceable legal instrument:

- It is signed, witnessed and dated by all the relevant parties, as set out in the Standard Bidding Documents;
- It is stamped by the Stamp Office of Jamaica, in keeping with the Stamp Duty Act, as proof of payment for the relevant Stamp Duty. The Stamp Duty Division within the Tax Administration of Jamaica (TAJ) issues a Vermillion seal on the bond and a validation barcode, which is placed on the reverse of the consideration (first) page.

With respect to the Stamp Duty requirement, it must be noted that the Commissioner General of the Tax Administration of Jamaica (TAJ) in the exercise of his powers under Section 80A of the Stamp Duty Act, may "enter into an agreement with any person for the composition, in accordance with the provisions of this section, of the stamp duty chargeable under this Act on any item specified in this agreement". Under this agreement, an organization on composition will process in-house the document, putting the Stamp Duty Medallion on the documents of which the Tender Bond is included, as indication of such treatment.

That is, **"The STAMP DUTY PAID"** Medallion shall be printed at the top right hand corner of the first page of the Applicable Documents or as close thereto as the circumstances shall permit. Therefore, in such a case the medallion becomes the evidence as opposed to the Vermillion seal placed on documents for the walk-in taxpayers.

Permanent Secretaries, Heads of Departments, Chief Executive Officers and Heads of Procuring Entities are advised to bring this circular to the attention of all affected personnel.

GOVERNMENT OF JAMAICA
MINISTRY OF ECONOMIC GROWTH & JOB CREATION

INVITATION FOR BIDS (IFB)

Adaptation Programme & Financing Mechanism
For the Pilot Programme for Climate Resilience
Loan #: JA-L1048/JA-G1002

IFB Title: REHABILITATION OF THREE (3) RAINWATER PONDS IN THE UPPER RIO MINHO WATERSHED AREA, CLARENDON.
IFB #: APFM/W2/1B-2

The Ministry of Economic Growth & Job Creation (MEGJC) has received financing from the Inter-American Development Bank (IDB) towards the implementation of the Adaptation Programme & Financing Mechanism (AP&FM) for the Pilot Programme for Climate Resilience (PPCR) Jamaica, and it intends to apply part of the proceeds to the rehabilitation of three rainwater ponds in the Upper Rio Minho Watershed (URMW) area in Clarendon.

The MEGJC now invites sealed bids from Construction Firms for: **The rehabilitation of three rainwater ponds in the Upper Rio Minho Watershed (URMW) area in Clarendon.**

Bidding will be conducted through the National Competitive Bidding (NCB) procedures specified in the Inter-American Development Bank's Policies for the Procurement of Goods and Works financed by the Inter-American Development Bank.

Interested eligible bidders may obtain further information from the Ministry of Economic Growth & Job Creation; Mr. Mauro Lewis at **mauro.lewis@megjc.gov.jm** and inspect the Bidding Documents at the address given below.

Qualification requirements include: A minimum ten (10) years' experience in similar works of civil engineering in water infrastructure design and construction and expertise in water engineering, water resource management, and irrigation; and having an adequate-sized construction team to complete physical works within the agreed timeline.

Further details of the engagement are included in the Bidding Documents which will be available as of **Wednesday, February 28, 2018** between **9:00 a.m. and 3:00 p.m.** at the Ministry of Economic Growth & Job Creation, 16A Half Way Tree Road, Kingston 5, at a cost of J$3,000.00 (non-refundable).

Contact Information:	Mr. Mauro Lewis **mauro.lewis@megjc.gov.jm**
Procurement Method:	National Competitive Bidding (NCB)
TCC Registration:	Each tender must be accompanied with a valid Tax Compliance Certificate
Bid Validity Period:	120 days

Bids must be labelled **"Rehabilitation of Three (3) Rainwater Ponds"** and must be deposited in the tender box by or before **2:00 p.m.** local time, **Friday, March 16, 2018** in the Upstairs Lobby at the following address:

Ministry of Economic Growth & Job Creation
Upstairs, Lobby Area
16A Half Way Tree Road
Kingston 5

CHASE
Culture • Health • Arts • Sports • Education Fund
Working for you

INVITATION FOR BIDS

The Culture, Health, Arts, Sports and Education (CHASE) Fund invites sealed bids from eligible **CONTRACTORS** for the proposed **"Construction and Renovation Works"** at the following community cultural centre:

Tavern Community Cultural Centre – Kingston 6

DESCRIPTION OF WORKS
Tavern Community Cultural Centre – 3 months
The works to be executed consist of the construction of a new bathroom block and renovation of the existing centre building with an approximate gross floor area of 155 square metres to include: partition works; wall, floor and ceiling finishes; electrical and plumbing installations; bathroom and kitchen fixtures and fittings; windows and doors.

ELIGIBILITY:
It is mandatory that contractors be registered with the National Contracts Commission in the category of "Building Construction" **Grade 3** and above.

All bidders must be **Tax Compliant** at the bid opening. Bidding will be in accordance with tender procedures and guidelines specified in the Handbook of Public Sector Procurement Procedures (March 2014).

AVAILABILITY OF BID DOCUMENTS:
Eligible bidders can obtain tender Documents as of **Monday, February 26, 2018 to Friday, March 2, 2018 between 9:00 a.m. and 4:00 p.m.** at the office of: CHASE Fund, 8 Belmont Road, Kingston 5. A non- refundable fee of Five Thousand Dollars ($5,000.00) in cash or Manager's cheque made payable to CHASE will be required for each set of tender documents. All queries concerning the Tender documents/drawings shall be made in writing to the Chief Executive Officer, CHASE, 8 Belmont Road, Kingston 5.

SUBMISSION OF TENDERS:
The Tender/s, along with the required documents, i.e. NCC certificate of registration, a valid TCC/TCL and Tender Bond, are to be placed in a sealed envelope and placed in the designated tender box provided marked with the name of the respective project which is located in the waiting area of the CHASE Office, 8 Belmont Road, Kingston 5, on or before **2:00 p.m. Friday, March 16, 2018. Late Bids will be rejected.**

OPENING OF TENDERS:
Tender envelopes will be opened publicly on **Friday, March 16, 2018** in the main conference room at CHASE Fund, 8 Belmont Road, Kingston 5 at **2:15 p.m.**

After evaluation of these documents by the evaluating committee, and subsequent referral to the appropriate authorities for approval, the successful contractor will be accordingly notified.

CHASE FUND is not obliged to accept the lowest or any bid and also reserves the right to terminate the bid process at any point before the award of a contract without incurring liability to any of the bidders. **(TENDERERS SHOULD NOTE THAT THE CONTRACT IS FIXED AND NOT SUBJECT TO PRICE ADJUSTMENTS).**

NOTICE
PLEASE CHECK THE MINISTRY'S WEBSITE FOR THE FULL DOCUMENTS
For Bookings Email:
jisadvertising@gmail.com, procurement@jis.gov.jm