



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:

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

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

- It is denominated in Jamaica Dollars or the equivalent amount in a freely convertible currency;
 - 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.
 - It conforms with the bid validity period prescribed in the bidding documents;
 - 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;
 - It shall be worded in the same language as the Bid Security Form, provided in the Bid Documents;
 - 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.



INVITATION FOR BIDS (IFB)

**GOVERNMENT OF JAMAICA
MINISTRY OF ECONOMIC GROWTH AND JOB CREATION**

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

**IFB Title: DESIGN AND INSTALLATION OF TWO HUNDRED AND FIFTY (250) RAINWATER HARVESTING SYSTEMS IN THE UPPER RIO MINHO WATERSHED AREA, CLARENDON.
IFB #: APFM/W3/1B-3a**

The Ministry of Economic Growth and 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 design and installation of two hundred and fifty rainwater harvesting systems in the Upper Rio Minho Watershed (URMW) area in Clarendon.

The MEGJC now invites sealed bids from eligible Construction Firms for: **The design and installation of two hundred and fifty (250) rainwater harvesting systems 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 [GN2349-9] financed by the Inter-American Development Bank; and the Government of Jamaica Procurement Handbook: Volume 2: Procedures for the Procurement of Goods, General Services and Works.

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

Qualifications requirements include: A minimum ten (10) years' experience in small potable water management systems and, in particular the construction/installation of rainwater harvesting systems; and similar works of civil engineering with emphasis on small water management systems, and in particular, rainwater harvesting systems and having an adequate-sized construction team to complete physical works within agreed timeline.

National Contracts Commission “Register of Public Sector Contractors”, the required registration grade is Grade 3 or 4.

Further details of the engagement are included in the Bidding Document which will be available as of **Wednesday March 25, 2018 between 9:00 a.m. and 3:00 p.m.** at the **Ministry of Economic Growth and Job Creation, 16A Half Way Tree Road, Kingston 5.**

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 “**Design and Installation of two hundred and fifty (250) Rainwater Harvesting Systems**” and must be deposited in the tender box by or before **02:00 p.m.** local time, **Friday, April 27, 2018** in the Upstairs Lobby at the following address:

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



INVITATION FOR BIDS (IFB)

**GOVERNMENT OF JAMAICA
MINISTRY OF ECONOMIC GROWTH & JOB CREATION**

**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 and 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 and Job Creation; Mr. Mauro Lewis at mauro.lewis@megjc.gov.jm and inspect the Bidding Documents at the address given below.

Qualifications 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 agreed timeline.

National Contracts Commission “Register of Public Sector Contractors”, the required registration grade is Grade 3 or 4.

Further details of the engagement are included in the Bidding Document 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 and Job Creation,
16A Half Way Tree Road, Kingston 5.**

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 **02:00 p.m.** local time, **Friday, April 20, 2018** in the Upstairs Lobby at the following address:

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