



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.

GOVERNMENT OF JAMAICA MINISTRY OF ECONOMIC GROWTH AND JOB CREATION

INVITATION FOR BIDS (IFB)

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 250 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.

Further details of the engagement are included in the Bidding Documents 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 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**



Development Bank of Jamaica Limited

EXPRESSIONS OF INTEREST FOR BUSINESS SERVICE INTERMEDIARIES FOR THE DBJ IGNITE PROGRAMME

The Development Bank of Jamaica is seeking Expressions of Interest (EOI) from companies with proven experience in business development and project management to act as Business Service Intermediaries (BSIs) under our **Innovation Grant from New Ideas to Entrepreneurship (IGNITE) Programme**.

The objective of the IGNITE Programme is to facilitate grant funding for innovative projects for selected entrepreneurs in productive sectors.

The main responsibilities of the BSI will be to:

- Facilitate the development of the presentation of proposals
- Assist DBJ in the monitoring of the objectives agreed with each beneficiary
- Provide technical and capacity-building services to selected entrepreneurs; and
- Act as a conduit for grant funds to the selected entrepreneurs.

BSI application documents are available for download on <http://dbankjm.com/job-opportunity>

Interested Consultants should submit completed application no later than **Wednesday, April 18, 2018, at 3:00 p.m.**

Applications must be dropped in the relevant box at the DBJ and addressed as follows:

**IGNITE PROGRAMME
ATTN: MANAGER – CAPACITY DEVELOPMENT
STRATEGIC SERVICES DIVISION
DEVELOPMENT BANK OF JAMAICA
11A -15 OXFORD ROAD, KINGSTON 5**

For further queries, please email ssdprocurement@dbankjm.com.

MINISTRY OF ECONOMIC GROWTH ad JOB CREATION

REQUEST FOR EXPRESSIONS OF INTEREST FOR CONSULTING SERVICES

The Development and Implementation of a 5-Day Training Workshop for Climate Change Focal Points at the Local Government Level

Institution: Inter-American Development Bank
Country: Jamaica
Project: TRAINING PROGRAMME FOR CLIMATE CHANGE FOCAL POINTS AT THE LOCAL GOVERNMENT LEVEL
Sector: Economic Growth and Job Creation
Abstract: The Ministry of Economic Growth and Job Creation (MEGJC) has received financing from the Inter-American Development Bank (IDB), towards the cost of training **CLIMATE CHANGE FOCAL POINTS AT THE LOCAL GOVERNMENT LEVEL**, and it intends to apply part of the proceeds for consulting services. MEGJC is searching for a consulting firm with the experience in conducting training programmes on climate change. The level of effort is thirty person days over a period of two months.
Grant No.: GRT/SX-14793-JA
Contract/Bid No.: CF2/IA-2a
Deadline: Monday, 9 April 2018 at 14:00 local time

The Ministry of Economic Growth and Job Creation now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

A Consultant will be selected in accordance with the Selection Based on Consultants' Qualification (CQS) method set out in the Inter-American Development Bank: Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank GN-2350-9 and is open to all eligible bidders as defined in the policies.

A valid Tax Compliance Certificate is required at contract signing.

The expressions of interest will be evaluated based on the following criteria:

- Profile and Background of the consulting firm in offering training at the adult and professional level;
- Capabilities of the firm to deliver the requested activities, in particular demonstration of the firm's qualifications and experience as outlined in the terms of reference for the services.
- Working experience in Caribbean countries similar to Jamaica.

The Expressions of Interest should outline the specific capabilities and experience of the firm as per the terms of reference, and the proposed cost; Expressions of Interest should not exceed ten (10) pages.

The Terms of Reference may be requested from the following email address: mauro.lewis@megjc.gov.jm

The Expression of Interest should be entitled: Expression of Interest No. CF2/IA-2a - 5-Day Training Workshop for Climate Change Focal Points at the Local Government Level; and should be emailed or delivered in hard copy no later than **Monday, 9 April 2018 at 14:00** local time to the address below:

**Attention: Mauro Lewis
Upstairs, Lobby Area
Ministry of Economic Growth and Job Creation
16A Half Way Tree Road, Kingston 5, Jamaica, West Indies
Tel: (876) 633-7534
Email: mauro.lewis@megjc.gov.jm**

Ministry of Education, Youth & Information (MOEYI) Technical Services Unit (TSU) Schools Infrastructure Development Project

Expansion of the Papine High School

Invitation for Bids (IFB)

Scope: Proposed classroom block extension at Papine High School, Gordon Town Road, Kingston 6, St. Andrew. The expansion is of a single storey building to a three (3) storey classroom block. Further details are provided in the bid document.

NCC Grade & or Category: Grade 1 or 2; Building Construction

Procurement Method: Local Competitive Bidding

Collection Date: Starting **March 10, 2018** between **9:30 a.m. and 4:30 p.m.** EST at the Ministry of Education's Technical Unit Services Offices.

Contact Information: Carey Brown, Director – TSU (carey.brown@moe.gov.jm, Tel. 612-6007) Anthony Thomas, Project Manager – TSU (Anthony.thomas@moe.gov.jm, Tel. 612-5900)

Address of Entity: Ministry of Education, Youth & Information (MOEYI)
2-4 National Heroes Circle, Kingston 4

Telephone No.: 612-6007, 612-6012 or 612-5900

Bid Documents are at a cost of J\$3,000 (non-refundable). The method of payment shall be cash, wire transfer or bank draft made payable to the Permanent Secretary, Ministry of Education. Payments should be made at the Accounts Payable Department, 2nd Floor, Building 1. MOEYI, 2-4 National Heroes Circle, Kingston 4. Bid document will be in digital/soft format on compact disc (CD) and can be picked up at the TSU office, 1st Floor of the Annex, Building 2, MOEYI. Bids must be returned no later than **April 9, 2018 at 2:00 p.m.** Opening of bids is the same day at **2:10 p.m.** in the 5th Floor Conference Room, Building 1.

LATE BIDS WILL BE REJECTED.