



## JAMAICA URBAN TRANSIT COMPANY LIMITED (JUTC)

### EXPRESSION OF INTEREST

### SECURITY SERVICES ALL STORE LOCATIONS

The Jamaica Urban Transit Company Limited (JUTC), located at Michael Manley Drive, Twickenham Park, Spanish Town, St. Catherine, seeks to identify a qualified organization to provide Security Services for all Store locations.

#### Objective of Procurement

The JUTC invites Expression of Interest (EOI) from eligible organizations to provide services and responsibilities as stated:

- The security officer assigned to each location/depot will have the primary responsibility of tagging and labelling used/defective components/parts remove from the buses to indicate the date of replacement and the fleet number of the buses.
- The respective depot/location stores personnel is responsible for the issuance of a replacement component/part upon the return of the corresponding used/defective components/parts duly labeled by the assigned Security Officer on duty. Please note that lubricants and filters are exempt from this procedure. However, no lubricant can be replaced in any of the buses without a security officer present
- Upon issuance of the replacement components/parts, from the stores, the designated Security Officer at each depot/location will record/log the description, quantity and the names of persons who authorized requisition and received the item(s)
- The designated Security Officer at each depot/location, will physically verify and certify the fitting of the new component/part during or after completion of repair to each unit that has been fitted with a new component/part. Absolutely no vehicle will be allowed to leave the workshop without the Security Officer first certifying/verifying that the new component/part has been fitted
- A copy of the weekly spare parts consumption will be provided to the Head of the JUTC's Security Department. The security department will make regular random inspections of the fleet, without prior notice, to ensure that all security procedures are being followed
- The Security Officers assigned to each depot will also be required to record the transfer of used parts from derelict buses to operational buses. It must be noted that while Security Officers are now required to verify that parts are actually fitted to units, it is still the responsibility of the JUTC's Supervisors of the Maintenance Department to ensure that all parts received from the stores are properly fitted to units at all times

#### Reporting Relationship

The security personnel will report to the head of the JUTC's Security Department or his designate who will provide all required instructions and guidance in writing for the purpose of shift times and additional inventory control measures.

#### Total Number of Unarmed Security Officers Required

The JUTC operates seven (7) days per week

#	DEPOT/LOCATION	# SECURITY OFFICER REQUIRED	SHIFTS TO WORK
1	Ashenheim	3	(1) – 8:00 a.m.-4:00 p.m. (2) – 2:00 p.m.-10:00 p.m.
2	Portmore	3	(2) – 6:00 a.m.-5:00 p.m. (1) – 5:00 p.m.-5:00 a.m.
3	Rockfort	3	(2) – 6:00 a.m.-4:00 p.m. (1) – 4:00 p.m.-12:00 a.m.
4	Spanish Town	3	(2) – 6:00 a.m.-4:00 p.m. (1) – 4:00 p.m.-12:00 a.m.
5	Spanish Town Central Stores	1	(1) – 6:00 a.m.-4:00 p.m.
6	Supervisor-Roves between the five (5) Locations	1	
	<b>TOTAL</b>	<b>15</b>	

#### Eligibility of EOI Submission

Interested organizations should provide information demonstrating that they have the required qualification and the relevant experience to perform the services. The shortlisted criteria are:

- Local bidders must possess a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL)
- Be registered as an approved supplier of Goods and Services with the National Contracts Commission (NCC) in the respective category of Safety and Security Services
- Present a copy of its registration with the Private Security Regulatory Authority (PSRA)
- Technical capacity-successful track record of executing activities of a similar nature
- Qualification and at least five (5) years relevant experience

Shortlisted firms will be invited to submit a formal proposal in keeping with the Request for Proposal process which will follow this Expression of Interest.

Please submit proposals in hard or soft copies no later than **2:00 p.m. on Wednesday, November 1, 2017** to:

**Security Services All Store Locations**  
**The Jamaica Urban Transit Company Limited (JUTC)**  
**Patrick Boodie – Procurement Manager**  
**Procurement Department**  
**Michael Manley Drive**  
**Twickenham Park, St. Catherine**  
**or Email: pboodie@jutc.com.jm**



### INVITATION FOR BID (IFB) SUPPLY AND INSTALLATION OF INDUSTRIAL KITCHEN EQUIPMENT

Contract/Bid No. 2017-PMU-32-31-181

The University of Technology, Jamaica (UTech, Ja.) has made budgetary provisions for the supply and installation of industrial kitchen equipment for the kitchen in the new School of Hospitality and Tourism Management (SHTM) building. This new building is 2160 m2 and will be a fully operational hospitality training facility located at the Papine Campus.

The University now invites sealed bids from Contractors registered in the General Supplies Category specializing in Hotel and Kitchen Equipment to supply and install industrial kitchen equipment in its *la carte* kitchen.

#### Required Equipment

The equipment required for supply and installation shall include the following major items:

- Sinks
- Cooking range
- Exhaust hood/fan
- Work tables
- Refrigeration
- Meat processing

Copies of the bid document will be made available upon request, as of Tuesday, October 24, 2017 on weekdays between 8:00 a.m. and 12:30 p.m. and 1:30 p.m. to 4:00 p.m. from the Project Management Unit, 237 Old Hope Road, Kingston 6.

The Bid Document may be purchased by any interested eligible contractor upon payment by cash or certified cheque of a non-refundable fee payable to University of Technology, Jamaica in the sum of four thousand Jamaica dollars (J\$4,000.00).

#### Companies must submit with their bid:

- Valid National Contracts Commission (NCC) Certificate
- A valid Tax Compliance Letter
- The names and addresses of two referees
- A list of current service contracts being executed
- A Bid Security in the sum of three hundred and fifty thousand Jamaica dollars (J\$350,000.00)

All bids must be placed in the tender box at the Project Management Unit, Facilities Management Department, UTech, Ja, 237 Old Hope Road, Kingston 6 by 11:00 am on December 8, 2017. Late bids will be rejected and returned unopened. Bids will be opened on December 8, 2017 at 11:15 am in the presence of bidders' representatives who choose to attend at the UTech, Ja, Project Management Unit Conference Room, 237 Old Hope Road, Kingston 6, Jamaica.

UTech, Ja. reserves the right to accept or reject any bid, to annul the process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected prospective bidder(s). UTech, Ja. will not defray any costs incurred by any bidder in the preparation of bids.

Interested bidders may obtain further information from:

#### The Project Coordinator

Project Management Unit  
 University of Technology, Jamaica  
 237 Old Hope Road, Kingston 6  
 Tele: (876) 927 1680-8 Ext. 3234 | Fax: (876) 970 4391  
 Email: ghibbert@utech.edu.jm  
 Website: <http://www.utechjamaica.edu.jm>  
 Quick Links-Procurement Notices

*Excellence Through Knowledge*



**National Housing Trust**  
*...the key to your home*

### Infrastructure Works for Friendship Housing Development – Phase 1, St. Elizabeth

Procuring Entity:	National Housing Trust
Scope:	The contractor will be required to undertake infrastructure works, which includes: <ul style="list-style-type: none"> <li>Roadworks</li> <li>Storm water drainage</li> <li>Water distribution system including storage tank</li> <li>Sewage collection system including lift station</li> <li>Sewage Treatment Plant</li> </ul>
NCC Grade/Category:	Grade 1 in Civil Engineering Works
Procurement Method:	Local Competitive Bidding
Contact Information:	Manager, Procurement & Stores Unit
Address of Entity:	4 Park Boulevard, Kingston 5
Telephone Number(s):	929-6500-9, Ext. 7281/7283
Email Address:	Procurement@nht.gov.jm

Bid packages are available at a cost of **\$3,500.00 (non-refundable)** from **Wednesday, October 25, 2017**. Bids must be submitted on or before **10:00am on Wednesday, December 13, 2017**; public opening of bids will take place on the same day, immediately following the bid submission deadline. Please visit the website at [www.nht.gov.jm](http://www.nht.gov.jm) for details. *Note: Failure to directly purchase the tender/bid documents from the procuring entity will result in ineligibility of that bid to participate in the procurement process.*