



**REQUEST FOR EXPRESSION OF INTEREST**

**Country:** JAMAICA  
**Project Name:** FISCAL ADMINISTRATION MODERNIZATION PROGRAMME  
**Sector:** REFORM/MODERNIZATION OF THE STATE  
**Project #:** JA-L1039  
**Operation #:** 2658/OC-JA  
**IFB #:** TAJ/FAMP/2017-2  
**Contract/Bid#:** TAJ/FAMP/2017-2

The Government of Jamaica (GOJ) has secured funding from the Inter-American Development Bank (IDB) (Loan No. 2658/OC-JA) to implement the Fiscal Administration Modernization Programme (FAMP), which involves the Modernization and Strengthening of Tax Administration, Customs, Public Debt Management and the Central Treasury Management System (CTMS). The Ministry of Finance & the Public Service (MOFPS) is the executing agency for the FAMP, and a part of the proceeds of the loan is to be applied to **Consulting Services for the Implementation of a Customer Relationship Management (CRM) solution for TAJ's Customer Care Centre (CCC) using "MS Dynamics CRM" software.**

Selection will be conducted in accordance with the procedures set out in the IDB's Policies for the Selection and Contracting of Consultants financed by the IDB (GN-2350-9), and is open to all bidders from Eligible Source Countries as defined in the Policies

**Description of Works**

This sub-project aims to improve the service delivery and operational effectiveness of the CCC by reorganizing its existing business process and upgrading the technology. It aims to enhance the call centre operation in terms of both customer information and facilitation, and stimulation of taxpayer compliance; and to achieve this with a higher level of efficiency. It also aims to build capacity of the CCC to handle an increased workload by implementing the MS Dynamics CRM software integrated with the hardware elements of the system, in particular a new Avaya Aura 6.3 PBX and fifty (50) terminals. The Consultant will be responsible for development and integration of all system elements to build a complete and fully functional CRM solution. The solution must provide integration with Interactive Voice Recorder (IVR)/PBX, document management system, tax administration systems, email and SMS. The Consultant will also conduct user training, and knowledge transfer to TAJ's technical personnel, and be available to undertake post-implementation application support.

**Invitation and Shortlisting of Firms**

MOFPS now invites Expressions of Interest (EOIs) from eligible and capable firms/individuals to provide the required Consulting Services. Eligible firms/individuals will be shortlisted on the basis of the following criteria:

- Qualifications of key personnel for the task
- Relevant experience/track record including reference of work of a similar nature previously completed
- Proposal for user training and knowledge transfer to the Customers' Technical Team
- Practical understanding of, and effective approach to the task as demonstrated at evaluation
- Ability to post a performance bond to the value of the contract
- Continuous availability over the next 1-2 years and Post Implementation Support

Shortlisted firms/individuals will be sent the Request for Proposals (RFP), to facilitate selection of the Consultant.

**Deadline for Submission**

EOIs must be delivered via email ([tajprocurement@taj.gov.jm](mailto:tajprocurement@taj.gov.jm)) no later than **November 30, 2017**.

Further information may be obtained from:

**Kingston Revenue Service Centre, 2<sup>nd</sup> Floor**  
**1-3 King Street, Kingston**  
**Tel: 967-0208 or 967-9867**  
**Fax: 948-0374**  
**Email: [tajprocurement@taj.gov.jm](mailto:tajprocurement@taj.gov.jm)**

**MINISTRY OF TRANSPORT AND MINING**

*Invitation to Tender*

The Ministry of Transport and Mining invites eligible suppliers to submit tenders for one (1) Flow Injection Analyser (FIA):.

**Eligibility:** Proof of registration with the National Contracts Commission (NCC) in the category of Industrial, Construction Equipment, and Machinery; Copy of a valid Tax Compliance Certificate (TCC).

**Contact Information:** Procurement Manager  
 kMcFarlane@mtw.gov.jm  
 Ministry of Transport and Mining  
 138H Maxfield Avenue  
 Kingston 10

**Availability of Tender Documents:**

**Bidding document will be available for download as at November 21, 2017 on the Government of Jamaica Electronic Procurement website – [www.gojep.gov.jm](http://www.gojep.gov.jm). Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.**

**Deadline for Bid Submission:**

Bid must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **December 19, 2017 at 2:00 p.m.** An online bid opening will take place on the same date at **2:15 p.m.** An online bid opening report will be sent to all bidders that submitted a proposal.

This is an online Tender where tenders will only be made available and accepted via the electronic Government Procurement Portal ([www.gojep.gov.jm](http://www.gojep.gov.jm)). No offline (hard copies) Bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, Suppliers must first be registered on the Government of Jamaica Electronic Procurement System via the platform 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 documents and upload of tender proposals please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at: (876) 932-5220/932-525/932-5253 or via email at [papucustomer@mf.gov.jm](mailto:papucustomer@mf.gov.jm).

The Ministry of Transport and Mining is not obliged to accept the lowest or any tender, and also reserves the right to terminate the Tender process at any point before the award of a contract, without incurring any liability to any of the participants.



**Planning Institute of Jamaica**

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – FIRMS SELECTION)**

**JAMAICA: Foundations for Competitiveness and Growth Project  
Loan No.:8408-JM**

**Assignment Title: PPP Advisory for the Ministry of Health's  
Centre of Excellence**  
**Reference No.: FCG/CON/039**

The Government of Jamaica has received financing from the World Bank towards the cost of the Foundations for Competitiveness and Growth Project, and intends to apply part of the proceeds for consulting services.

**The consulting services ("the Services")**

The Ministry of Health (MOH) is desirous of developing Centres of Excellence (COE) for Oncology and Nephrology through a PPP. The locations identified for the Centre of Excellence are the St. Joseph's Hospital located in Kingston with a satellite cancer treatment facility on the grounds of the Cornwall Regional Hospital (CRH) located two miles from the centre of Montego Bay, St. James. To this end they are desirous of engaging a team of consultants for the preparation of a comprehensive feasibility study (Business Case) as well as Transactions Advisory Services for the development of Centres of Excellence in Oncology and Nephrology at St. Joseph's Hospital and Cornwall Regional Hospital.

The assignment is proposed to be completed within a period of 10 months.

The Planning Institute of Jamaica now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by email) by **November 30, 2017 at 11:45 p.m.**

**The full text of this Request for Expressions of Interest, including the shortlisting criteria, as well as the Terms of Reference, can be found at:**  
<http://www.pioj.gov.jm/VacanciesTenders/TenderNotices/tabid/116/Default.aspx>

<http://www.moh.gov.jm>

**Planning Institute of Jamaica**  
**Attn: Monique Harper Griffiths – Procurement Specialist**  
**16 Oxford Road Kingston 5, Jamaica**  
**Tel: 876 935 5082, Fax: 876 906 4465**  
**Email: [mhgriffiths@pioj.gov.jm](mailto:mhgriffiths@pioj.gov.jm) with copy to [dwint@pioj.gov.jm](mailto:dwint@pioj.gov.jm)**



**JAMAICA URBAN TRANSIT COMPANY LIMITED (JUTC)**

**INVITATION FOR BID**

**AUDITING SERVICE (2018-2020)**

The Jamaica Urban Transit Company Limited (JUTC) located at Michael Manley Drive, Twickenham Park, Spanish Town is seeking to find a suitable SERVICE PROVIDER for its Auditing Service.

Tender documents will be available as of **November 20, 2017** between **9:00 a.m. and 4:00 p.m.** each working day from the Procurement Manager at the address below.

The deadline for submission of bids shall be: **DECEMBER 8, 2017 at 3:00 p.m.** Tender opening will commence at **3:15 p.m.** in the boardroom of the JUTC located at :

**Michael Manley Drive**  
**Twickenham Park, Spanish town**  
**St. Catherine**

A non-refundable fee of Three Thousand, Five Hundred Dollars (\$3,500.00) must be submitted by CASH or Manager's Cheque payable to the Jamaica Urban Transit Company Limited when picking up each tender document.

**JAMAICA SOCIAL INVESTMENT FUND  
ISO 14001:2004 CERTIFIED**



*"Investing for Community Development"*

**REQUEST FOR PROPOSALS**

**Loan No. 8356 JM**

The Government of Jamaica has received a loan from the International Bank for Reconstruction and Development towards the cost of the **INTEGRATED COMMUNITY DEVELOPMENT PROJECT (ICDP)**, and it intends to apply part of the proceeds of this loan to cover payments under the contract for **Consultancy Firm to Establish School and Community Environmental Programmes in ICDP Communities.**

**Scope:** The JSIF wishes to engage a qualified consultancy firm to plan, execute, monitor and evaluate a school and community-based programme for promoting the environmental and solid waste management awareness of residents in ten (10) communities in Kingston, St. Andrew and St. Catherine.

**Selection Method:** Least Cost Selection Method

**Contact Information:** Procurement Manager

**Address of Entity:** Jamaica Social Investment Fund  
 Ground Floor, The Dorchester  
 11 Oxford Road  
 Kingston 5

**Telephone No:** 968-4545

**Email Address:** [contracting@jsif.org](mailto:contracting@jsif.org)

**Bid Collection Period:** **Wednesday November 22, 2017 to Wednesday December 6, 2017**

**Submission Date & Time:** **Thursday, December 7, 2017 before 12:00 noon.** Bids will be opened on **Thursday December 7, 2017 at 12:10 p.m.**

**Additional Information:** Please visit <http://www.jsif.org> for detailed Advertisement

**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.**