



The Ministry of Finance and Planning, Procurement and Asset Policy Unit (PAPU) Frequently Asked Questions is an editorial feature that will seek to address Procurement issues and provide a response and clarity to those issues raised.

Q: WHAT IS THE PUBLIC PROCUREMENT ACT?

A:
The Public Procurement Act is the regulatory framework that governs Government procurement. It provides for clear and comprehensive understanding of the procurement function.

Q: WHY DO WE NEED THE PUBLIC PROCUREMENT ACT?

A:
The Public Procurement Act will consolidate, harmonise and modernise the current legal system and is aligned to international best practices and the CARICOM Public Procurement Protocol. The Act will also redefine and strengthen the institutions that administer public procurement.

- a. The Office of Public Procurement
- b. The Public Procurement Commission
- c. The Procurement Review Board
- d. Procuring Entities

If you are interested in doing business with the Government, you are invited to view tender notices for procurement contracts on this page.



INVITATION FOR BIDS

The Culture, Health, Arts, Sports and Education (CHASE) Fund now invites sealed bids from eligible CONTRACTORS for the proposed renovation and expansion of the following schools:

- Free Hill Primary & Infant School - St. Mary
- Rock Primary & Infant School - Clarendon
- Boundbrook Infant School - Portland

DESCRIPTION OF WORKS

Free Hill Primary & Infant School - 6 months
Renovation and expansion of existing teacher's cottage into a three classroom school building with office, kitchen, sickbay and students and staff bathroom facilities.

Rock Primary & Infant School - 6 months
To construct a three classroom infant department with office, kitchen, sickbay and students and staff bathroom facilities

Boundbrook Infant School - 6 months
Expansion of the existing infant school through the construction of three additional classrooms, office, sickbay and students and staff bathroom facilities.

ELIGIBILITY:

It is mandatory that contractors be registered with the National Contracts Commission in the category of "Building Construction" Grade 2 and above for Free Hill Primary & Infant School and Rock Primary & Infant School. The category of "Building Construction" Grade 3 and above is required for Boundbrook Infant School.

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 23, 2015 to Friday, February 27, 2015** between the hours of **9:00 a.m. and 4:00 p.m.** at the office of: CHASE Fund 52-60 Grenada Crescent 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, 52-60 Grenada Crescent, Kingston 5.

SUBMISSION OF TENDERS:

The Tender/s along with the required documents i.e. **NCC certificate of registration, a valid TCC and Tender Bond** and are to be placed in a sealed envelope and placed in the designated tender box provided, marked with the name of the respective schools which is located in the waiting area of the CHASE Office, 52-60 Grenada Crescent, Kingston 5 on or before **2:00 p.m. Friday March 13, 2015**. Late Bids will be rejected.

OPENING OF TENDERS:

Tender envelopes will be opened publicly on **Friday March 13, 2015** in the main conference room at CHASE Fund, 52-60 Grenada Crescent, Kingston 5 at the following times:

- Free Hill Primary & Infant School - 2:15 p.m.
- Rock Primary & Infant School - 2:30 p.m.
- Boundbrook Infant School - 2:45 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.)**



**Supply of Kitchen Cupboard
Nashville Housing Development, Highgate, St. Mary**

Procuring Entity:	National Housing Trust
Scope:	Supply, deliver and install kitchen cupboard
NCC Grade/Category:	Hardware and Haberdashery OR General Supplies specializing in Furniture Supplies
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 on the payment of a non-refundable fee of \$1,500 (payable in cash or Manager's Cheque at the NHT Cashier - 4 Park Blvd.) from **Tuesday, February 24, 2015**. Bids must be submitted to Procurement & Stores Unit (PSU), on or before **10:00 am on Tuesday, March 10, 2015**; public opening of bids same day at 10:15 am. Please visit the website at www.nht.gov.jm for the full details.



INVITATION TO TENDER

Scope: The CMI invites bids from suitably qualified Security Companies to provide security services.

The proposal should be in accordance with the requirements of the Bidding Documents which will be available from the offices of the Caribbean Maritime Institute as of **Monday March 2, 2015, at a cost of J\$1,500.00 (non-refundable)**. In entering into contractual arrangements with the selected Bidder the procuring entity will be guided by the Government of Jamaica Handbook of Public Sector Procurement Procedures, March 2014.

Collection Time: Mondays to Friday (8:30 a.m. to 4:00 p.m.)

Eligibility: Bidders must be registered with the National Contracts Commission (NCC) and possess the following:
 - Valid Tax Compliance Certificate (TCC).
 - Valid National Contracts Commission Certificate (NCC) - Safety and Security Services.
 - Valid Private Security Regulation Authority Certificate (PSRA).

Procurement Method: Local Competitive Bidding

Address of Entity: THE CARIBBEAN MARITIME INSTITUTE, Palisadoes Park, Kingston, CSO. Bidders or their representatives are allowed to be present at the opening of the Bids.

Contact Information: The Executive Director, fritzpinnock@gmail.com, or Human Resource Manager erhayden@cmi.edu.jm

Tender Closing Date: Monday, March 16, 2015 @ 2:30 p.m.

Tender Document Opening Date: Monday, March 16, 2015 @ 2:35 p.m.

Bid documents must be labelled SAFETY AND SECURITY SERVICES and deposited in the tender box located at the offices of the Caribbean Maritime Institute. Late bids will be rejected.



COURT MANAGEMENT SERVICES

Request for Proposal

Name of Entity: Ministry of Justice/Court Management Services

Scope of Work: Provision of VoIP Services

NCC Category: Information Technology Services

Procurement Method: Local Competitive Bidding

Collection: Visit CMS website to download Tender Document. Bidders wishing to submit proposals are required to provide a written letter of intent to propose by **4:00 p.m. February 27, 2015**. The letter must identify the name, address, phone and email address of the person who will serve as the key contact for all correspondence to this RFP. An email attachment sent to procurement@cms.gov.jm is sufficient.

Tender Submission Date: 2:00 p.m. local time, Monday, March 23, 2015

Tender Opening Date: 2:15 p.m. local time, Monday, March 23, 2015

Contact Information: Director, Procurement & Administration
8th Floor, The Towers, 25 Dominica Drive, Kingston 5

Telephone: Landline 876- 665 3708, CUG 435-8323



Procuring Entity: Department of Correctional Services

Scope: To supply and deliver uniforms and materials to DCS for Correctional Officers.

NCC Category: Textile and Garment Manufacturers

Procurement Method: Local Competitive Bidding

Contact Information: Donovan Martin, Chief Procurement Officer

Address: 5-7 King Street, Kingston

Telephone Numbers: 967-2781-3

Email: dmartin@dcs.gov.jm

Bid documents are available at a cost of **\$5,000.00** payable to the Cashier, Department of Correctional Services, 1st Floor, 5 - 7 King Street, Kingston. Bids must be submitted by **3:00 p.m. Wednesday, March 18, 2015**. Bid Opening, **Wednesday March 18, 2015 at 3:15 p.m.**