



Ministry of Finance and Planning Circular

October 26 2001

File No.: 914/194/S^{XI}

DIVISION: PUBLIC EXPENDITURE POLICY COORDINATION

Permanent Secretaries
Heads of Departments
Chief Executive Officers
Heads of Public Bodies
Insurance Companies
Insurance Brokers

No.14 Public Sector Procurement – Insurance Placement

This is to advise that the Public Expenditure Policy Coordination Division, Procurement Policy Implementation Unit (PPIU) in the Ministry of Finance and Planning has subsumed the functions of the Insurance Placement Unit formerly located within the Office of the Superintendent of Insurance.

Accordingly, correspondence, queries and other general communication should be directed as follows:

Financial Secretary
Ministry of Finance and Planning
30 National Heroes Circle
Kingston 4

Attention: Director, Procurement Policy Implementation Unit

Telephone: 922-8600-15
Telefax: 924-9644

Participants in Government of Jamaica (GOJ) procurement exercises for the placement of insurance should note that in accordance with established public sector procurement procedure, tenders are to be deposited in a tender box in the main entrance lobby at 30 National Heroes Circle, whereupon the date and time of tender deposit will be recorded and validated by the bearer's signature.

Ministry of Finance and Planning

Telephone: (876) 922-8600 (switchboard) (876) 932 4656 (direct)

Fax: (876) 922-7097

Contact: Mr. Cordell B. Braham or send mail to info@mof.gov.jm

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Envelopes bearing tenders should be addressed as follows:

Ministry of Finance and Planning
Public Expenditure Policy Coordination Division
Procurement Policy Implementation Unit
30 National Heroes Circle
Kingston 4

(Insert Name of Client Entity)

- a. At the time of tender for contract award.
- (2) For these contracts with estimated values of less than J\$120,000.00, contractors are not obliged to prove tax compliance by presenting a valid Tax Compliance Certificate. However, a Tax Registration Number (TRN) must be provided.
- (3) Contractors are not required to provide a valid Tax Compliance Certificate in order to receive payment for work satisfactorily performed under contract.
- (4) Procuring entities that are uncertain of a contractor's tax compliance status, or the validity of the contractor's Tax Compliance Certificate may request assistance from the Revenue Protection Department, and the Tax Administration Services Secretariat.

The directives contained in this Circular supersede all previous directives addressing this issue.

Shirley Tyndall (Ms)
Financial Secretary