



MINISTRY OF FINANCE & PLANNING

30 NATIONAL HEROES CIRCLE
KINGSTON 4, JAMAICA
Tel. 922-8600-15

2003 February 24

CIRCULAR No.: 4

Permanent Secretaries

Heads of Departments

Executive Agency Chief Executive Officers

Re: Protection and Security Services

As part of an information gathering exercise with respect to Central Government Entities' utilization of the referenced services, the Ministry of Finance and Planning requests your assistance in completing the attached questionnaire. Please return the completed document to this Ministry on or before 2003 March 15.

Your usual cooperation is appreciated.

A handwritten signature in black ink, appearing to read 'S. Tyndall', written over a horizontal line.

Shirley Tyndall
Financial Secretary

/pfph

Central Government Procurement of Protection and Security Services

1.	Please insert name of Central Government Entity	
2.	Do you use Protection and Security Services? [If no: please skip to question (9)]	
3.	If yes: armed, unarmed or both?	
4.	Do you have a current contractual arrangement in place for this purpose?	
5.	If yes: what is the expiration date?	
6.	If your entity has more than one geographic location, are all locations covered under this contract?	
7.	Please summarize the scope of services provided, i.e., foot patrol, motor patrol, manned guard posts, etc., including applicable distributions of armed/unarmed guards	
8.	What is the annual contract price?	
9.	If you responded 'No' to question (3), do you have a need for protection and security services?	

The Ministry of Finance and Planning appreciates your assistance.