



ANY REPLY OR SUBSEQUENT REFERENCE SHOULD BE ADDRESSED TO THE  
**FINANCIAL SECRETARY** AND THE FOLLOWING REFERENCE NUMBER QUOTED:-

Telephone No. 92-28600-16  
Website: <http://www.mof.gov.jm>  
Email: [info@mof.gov.jm](mailto:info@mof.gov.jm)

**MINISTRY OF FINANCE AND THE PUBLIC SERVICE**  
**30 NATIONAL HEROES CIRCLE**  
**P.O. BOX 512**  
**KINGSTON**  
**JAMAICA**

**REF NO:**

**2011 February 18**

**Circular No. 1**

**Division: Public Expenditure Policy Co-ordination**

**Permanent Secretaries**  
**All Heads of Procuring Entities**  
**Chairman**  
**National Contracts Commission**

**Re: Procurement of Consulting Services**

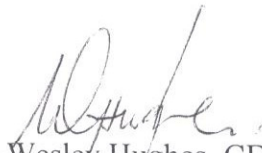
Reference is made to Circular No.6 dated February 3, 2009 regarding the registration of consultants by the National Contracts Commission (NCC) and the instructions contained therein.

It has been brought to the attention of this Ministry that Government of Jamaica entities and public bodies are stipulating within respective proposal documents for consultancy service, a requirement that consultants be registered with the NCC before being considered to bid for government contracts.

The procurement rule does not endorse or require that consultants be so registered to become eligible to submit bids for government contracts or award and hence this practice should be discontinued immediately.

In keeping with Circular No.6, Permanent Secretaries, Heads of Departments, Chief Executive Officers and all Heads of Entities and officers involved in procurement activities must satisfy themselves of the expertise and/or qualifications of consultants and include same in their request for responses to proposals and for the NCC's endorsement of such contracts.

**Permanent Secretaries, Heads of Departments, Chief Executive Officers and all other Heads of Entities are required to ensure that all officers concerned are notified of this directive.**

  
Wesley Hughes, CD, JP  
Financial Secretary