

# Jamaica Customs Agency

## Invitation for Bids

The Jamaica Customs Agency Invites eligible and qualified bidders to submit sealed bids for the **Procurement of Janitorial and Sanitation Services for Three (3) Years at Jamaica Customs Agency.**

- Procuring Entity:** Jamaica Customs Agency
- Scope:** Provision of Janitorial and Sanitation Services for the Agency's locations islandwide.
- NCC Category:** Janitorial & Sanitation Services
- Procurement Method:** National Competitive Bidding
- Eligibility Requirements:** Copy of a valid National Contracts Commission Registration and Tax Compliance Certificate or Tax Compliance Letter clearly showing expiration date.
- Availability of Tender Documents:** Bidding documents will be available for download as at Tuesday, March 13, 2018 on the Government of Jamaica electronic Procurement Website ([www.gojep.gov.jm](http://www.gojep.gov.jm)).
- Deadline for Bid Submission:** Bid must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) on Thursday, April 12, 2018 at 11:00 a.m.  
**Late Bids will be Automatically rejected by the System.**
- Bid Opening:** An online bid opening will take place on Thursday, April 12, 2018 at 11:15 a.m.  
An Online bid opening report will be sent to all bidders submitted a proposal.
- Contact Information:** Procurement Manager  
[naidine.samuels@jacustoms.gov.jm](mailto:naidine.samuels@jacustoms.gov.jm)
- Address:** Jamaica Customs Agency  
Myers Wharf, Newport East  
Kingston 15  
Telephone no. 922-5140-9  
Fax no. 948-6920

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) 932-5220/932-5246/932-5253 or via email at [papucustomer@mof.gov.jm](mailto:papucustomer@care@mof.gov.jm).**