

Invitation for Bids (IFB)

1. *The Ministry of Finance and the Public Service* now invite bids from eligible and qualified bidders for *Public Procurement Commission (PPC) Offices - Build-out of the Third Floor - PanJam Building, New Kingston. The works comprises, but is not limited to installation of new Drywall Partitions, Floor Tiles, Skirting, Windows, Doors, Acoustic Ceilings, Electrical Works, Heating and Ventilation, as well as Painting.*
2. This is an online Tender where tenderers will only be made available and accepted via electronic Government Procurement Portal (www.gojep.gov.jm). No offline (hard copies) of bids will be accepted and there will be no physical tender box for drop-off of tender documents.
3. Bidders must possess a valid **Tax Compliance Certificate/Letter** and must be registered with the **National Contracts Commission in the category of Interior Construction Works at Grade 1 rating or Building Construction Grade 2 minimum in order to participate.**
4. Bidders must submit with their bids a bid security in the amount of Three **Hundred and Eighty Five Thousand Dollars (\$385,000.00)**. Acceptable forms of bid security are **Manager's Cheque, Bank Guarantee, Bid Bond (NB: WHERE A BID BOND IS UTILIZED IT MUST BE STAMPED BY THE STAMP OFFICE), Letter of Credit from a recognized financial Institution.**
5. **Original copies of the bid security shall be hand delivered to the Procurement Branch, Ministry of Finance and the Public Service, 30 National Heroes Circle Kingston 4, Block A, Room A21, 1st Floor no later than 3:00 pm on October 12, 2018. A copy of the Bid Security must be uploaded along with the bid.**
6. Selected eligible bidders must attend mandatory Site Visit **on Wednesday September 26, 2018 commencing at 10:00 AM** on the site Third Floor PanJam Building 60 Knutsford Boulevard, Kingston 5.
7. Bids shall be valid for a period of **120** days after bid closing. Bids shall be submitted electronically via the electronic portal on or before **Friday, October 12, 2018 at 3:00 pm**. Late Bids will be automatically rejected.
8. Bids will be opened online on **Friday October 12, 2018 at 3:15 pm**. A copy of the electronically generated report will be sent to all participating bidders.
9. **To participate in this tender opportunity, Contractors must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm**
10. **Please register on the e-GDP System by selecting the Register as a supplier link from the home page.**

11. For assistance regarding training, downloading and uploading of tender documents, please contact the Ministry of Finance , Procurement and Asset Policy Unit Customer Care Desk at:

876-932-5220/932-5246 or via email:[papucustomer@mof.gov.jm](mailto:papucustomer@care@mof.gov.jm)