



THE ELECTORAL OFFICE OF JAMAICA

INVITATION TO TENDER *Procurement of* ***Secure Identification Card Pre Prints***

Request for Proposals are being sought for the procurement of Secure Identification Card preprints for the 2019 Electoral Identification Card Renewal Project.

Description of Services

Service to be undertaken includes:

- Card Design and Artwork
- Secure Identification Card Pre-Prints
- Option for Additional Pre-Prints

Eligibility for Tender

Tenderers must

- Possess a valid Tax Compliance Certificate (TCC)
- Be registered with the National Contracts Commission (NCC) in the category of computer supplies and related services or information technology services.

Collection of Documents

Tender specifications may be collected on or after **November 26, 2018** between the hours of 9:00 a.m. and 4:00 p.m. on week days, from:

**Director of Elections,
43 Duke Street,
Kingston, Tel: 922 – 0425-9**

The payment of a non-refundable fee of \$3,000.00 (payable in cash) will be required upon collection of tender specifications.

Return of Tenders

Tenders must be deposited in the tender box in the lobby at 43 Duke Street, addressed to:- **ECJ ELECTORAL IDENTIFICATION CARD RENEWAL, Director of Elections, 43 Duke Street, Kingston.**

Tenders are to be submitted by **3:00 pm on Friday, December 21 2018**. Tenders submitted after the date and time specified will not be accepted.

A public opening of the tender will be held on **Friday December 21, 2018 at 3:15 pm** on the 4th floor, Conference Room at 43 Duke Street, Kingston. Bids shall remain valid for one hundred and twenty (120) days after the date of bid opening.

Recommendations for award of contract will be based on the best overall proposal and not necessarily cost.

THE ELECTORAL OFFICE OF JAMAICA RESERVES THE RIGHT TO ANNUL THE TENDER PROCESS AND TO REJECT ALL TENDERS AT ANY TIME PRIOR TO THE AWARD WITHOUT INCURRING ANY LIABILITY.