



THE ELECTORAL OFFICE OF JAMAICA

INVITATION TO TENDER

Request for Quotation (RFQ)

The Electoral Office of Jamaica invites eligible bidders to submit quotations for the supply of 10 Enterprise Printers.

Eligibility Requirements

Companies must submit valid copies of the following documents with their quotation:

- Possess a valid Tax Compliance Certificate (TCC)/Tax Compliance Letter (TCL)
- National Contracts Commission (NCC) -as an Approved Supplier under the category Computers and Related Services

Collection of Documents

Bidding documents will be available for download as at **February 27, 2019** on the Government of Jamaica Electronic Procurement Website – www.gojep.gov.jm. Registration instructions are also available on the website. Registration is required for vendors to participate in this tender opportunity.

Return of Tenders

Bids must be submitted online via www.gojep.gov.jm no later than **March 7, 2019** at **3:00 p.m.** An online bid opening will take place on the same date at **3:15 p.m.** An online bid opening report will be sent to all bidders who submit a bid.

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.

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.

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)932-5220/932-5253 or email papucustomer@mo.gov.jm.

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 REJECT ALL TENDERS.