



Jamaica Customs Agency

ITB NO: JCA/2025/107

INVITATION FOR BIDS

The Jamaica Customs Agency invites eligible and qualified bidders to submit sealed bids for the Procurement of Non-Consultancy Services for the Provision of Security Guard Services at Western and Central Locations for the period of Three (3) Years (2025-2028).

Procuring Entity: Jamaica Customs Agency

Scope: The Jamaica Customs Agency invites bidders to submit their priced proposals accordingly: -
Package 1 – SANGSTER INTERNATIONAL AIRPORT
Package 2 – WESTERN AND CENTRAL OFFICES

Procurement Method: National Competitive Bidding

Eligibility Requirements: Copy of a Valid Tax Compliance Certificate or Tax Compliance Letter clearly showing the expiration the date.

Copy of a Valid Public Procurement Certificate (PPC) in the category of “Safety and Security Services – Guard Services” clearly showing expiration date.

Bid Security: Bid security is required for both packages. Bidders must submit a single bid security covering the total value of each package for which they are submitting bids. Please refer to the tender document for the applicable bid security amounts.

Bid Securities must be in the form of either a bank guarantee from a banking institution, or a bond issued by a Surety which is incorporated and domiciled in Jamaica, or a certified manager’s cheque.

Availability of Bidding documents will be available

Tender Documents: for download as at Tuesday, June 10, 2025 on the Government of Jamaica Electronic Procurement website (www.gojep.gov.jm).

Date for Site Visit: A site visit will also be conducted as part of the bidding process. Kindly confirm your attendance by emailing procurementinfo@jca.gov.jm no later than Tuesday, June 17, 2025.

Deadline for Bids must be submitted online via

Bid Submission: www.gojep.gov.jm on Tuesday, July 8, 2025 at 2:00 p.m.

Late Bids will be Automatically rejected by the System.

Bid Opening: An online bid opening will take place on Tuesday, July 8, 2025 at 2:15 p.m.

An online bid opening report will be sent to all bidders who submit a proposal.

Contact Information: Director, Public Procurement
procurementinfo@jca.gov.jm

Address: Jamaica Customs Agency
Myers Wharf, Newport East, Kingston 15
Telephone no. 876-922-5140-9
Fax no. 876-948-6920

This is an online Tender where tenders will only be made available and accepted via the Government Electronic Procurement Portal (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.

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, Office of the Public Procurement and Policy Unit, Customer Care Desk at 876-932-5220/932-5246/932-5253 or via email at oppccustomer care@mof.gov.jm.