

Ministry of Education, Youth and Information

INVITATION FOR BIDS

The Ministry of Education, Youth and Information invites sealed bids from eligible and qualified bidders for the Provision of Janitorial Services for the Ministry's two (2) main campuses at Heroes Circle and Caenwood Centre for a period of two (2) years:

Lot 1 – Heroes Circle 81,738 sq. ft.

Lot 2 – Caenwood Centre 54,788 sq. ft.

Note: Bidders may submit bids on one or both lots.

Eligibility: Interested bidders are required to submit the following with their bids:

- Copy of valid Tax Compliance Certificate (TCC) or Letter
- Proof of registration with the Public Procurement Commission (PPC) in the categories: Janitorial, Sanitation Services

Collection: The bid documents will be available from **Tuesday, October 1, 2019 to Monday, October 7, 2019** and can be collected between **9:00 a.m. and 4:00 p.m., for a non-refundable fee of \$3,000.00** from the address below. Payment may be made in cash or manager's cheque, payable to the Ministry of Education, Youth and Information. Payment must be made to the Cashier on the 2nd Floor Building 1 and receipt used to claim the document.

The Director of Procurement
Procurement Unit
Building 2, 3rd Floor Annex
Ministry of Education, Youth and Information
2-4 National Heroes Circle
Kingston 4

Bid Security: Bidders must submit bid security (ies) in the sum(s) of:

Lot 1 Heroes Circle **\$275,635.19**

Lot 2 Caenwood Centre **\$184,754.30**

Submission and Opening of Bids:

Completed bids must be returned to the Ministry of Education, Youth and Information no later than **10:00 a.m. on Wednesday, October 23, 2019**. The bid opening will follow at **10:15 a.m.** in the **5th Floor Conference Room, Building 1**. Bidders who did not purchase the Bid documents will not be eligible to participate in the bidding process.

Contact Information: The Director of Procurement
Ministry of Education, Youth and Information
2-4 National Heroes Circle
Kingston 4
Tel: 876-612-6011

The Ministry of Education, Youth and Information reserves the right to terminate the procurement exercise and reject all submissions at any time before the award of a contract, without thereby incurring any liability to any of the bidders.