



INVITATION FOR BIDS

Country: JAMAICA
Project name: COUNTER AUTOMATION SYSTEM
Sector: INFORMATION TECHNOLOGY
Project#: PTD PRO 2015/04/13-Counter Automation System

The Postal Corporation of Jamaica Ltd invites suitably qualified system vendors to a Pre-Qualification Exercise for the provision of a Counter Automation System.

Eligibility for Bid Submission – Local and Overseas Bidders

- A valid Tax Compliance Certificate (TCC) and a valid National Contracts Commission (NCC) registration certificate in the category of Information Technology Services or Computers & Supplies or Computers & Related Services. Overseas bidders will be required to obtain TCC & NCC Registration if they are selected for contract award and not at bid submission.
- Proof of authorization from software manufacturer/Proof of software ownership.

Collection of Bid Documents

A complete set of Bidding Documents in English will be available from **Monday, April 13, 2015**. Interested bidders are required to request the document electronically at **procurement@jamaicapost.gov.jm**. The name of the contact person, company name, mailing address, telephone number, and email address must be provided to facilitate processing.

Pre-Bid Conference

A Pre-Bid Clarification Meeting will be held on **Tuesday, May 5, 2015 at 10:00 a.m. (EST)** in the Board Room at the Post & Telecommunications Department, at 6-10 South Camp Road, Kingston CSO, Jamaica. Interested bidders should confirm their attendance with the Office Procurement & Manager at **procurement@jamaicapost.gov.jm** by **Friday, May 1, 2015**. In preparation for the meeting, bidders are required to submit their questions to the above email address to allow for better coordination of the question and answer session.

For overseas bidders, Skype name for the captioned event is: **jamaicapostcorp1**

Submission Deadline & Opening of Tenders

Completed First Stage Proposal submissions must be deposited no later than **Friday, June 12, 2015 at 11:05 a.m. (EST)** in the Tender Box marked **“PTD PRO 2015/04/13 – Counter Automation System”** located in the Lobby of the Post and Telecommunications Department (Central Sorting Office), **6-10 South Camp Road, Kingston CSO, Jamaica, West Indies**.

Tenders will be opened publicly at **11:15 a.m. (EST)** on **June 12, 2015** at the above address. Bidders or their representatives are invited to attend the tender opening. **Late submissions will be rejected.**

Tenders shall be valid for a period of 120 days after tender closing.

**For further information, contact:
The Office Procurement Manager**

THE POSTAL CORPORATION OF JAMAICA LIMITED
6 – 10 South Camp Road, Kingston CSO
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procurement@jamaicapost.gov.jm