

Invitation for Bids
Scaffolding Services for Routine Maintenance

Petrojam Limited invites bidders to submit bids for the provision of scaffolding services at its Refinery located at 75-96 Marcus Garvey Drive, Kingston, Jamaica. **The duration of this procurement activity is Two (2) years.**

Eligibility Criteria

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

1. Valid Tax Compliance Certificate or Tax Compliance Letter.
2. Valid National Contracts Commission certification in the category of General Services specializing in “erecting and dismantling of scaffolding” or “erecting of scaffolding and heavy duty equipment rental.”

Bids submitted without the above documents shall be rejected.

Collection of Bidding Documents

Bidding Documents will be available from Tuesday, March 21, 2017 to Tuesday, March 28, 2017 during 9:00a.m. – 4:00p.m. at Petrojam Limited’s Corporate Office located at 75 Marcus Garvey Drive, Kingston 15 at a cost of J\$2000 via cash or manager’s cheque. **Failure to purchase the bidding documents directly from Petrojam Limited shall result in the rejection of the bid.**

Site Visit

A Site Visit will be held at Petrojam Limited, 96 Marcus Garvey Drive, Kingston 15 on **Monday, March 27, 2017 at 10:00a.m.** All interested contractors are required to contact Jennifer Walker at Jennifer.walker@petrojam.com to make arrangements to attend. Safety shoes, helmet and glasses are required for the Site Visit.

Clarifications

Clarifications related to this procurement activity should be directed to bidqueries@petrojam.com, no later than **Monday, April 3, 2017 at 11:00a.m.**

Deadline for Submission of Bids

Bids shall be valid for a period of ninety (90) calendar days after bid closing and shall be deposited in the tender box labeled **“Scaffolding Services for Routine Maintenance”** located in the Lobby at the Procurement Unit, Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15, no later than **Wednesday, April 5, 2017 at 11:00a.m.** Late bids will be rejected.

Bid Opening

Bids will be opened at the Procurement Unit, Petrojam Limited, 75 Marcus Garvey Drive, Kingston 15 on **Wednesday, April 5, 2017 at 11:05a.m.** Bidders and/or their representatives are invited to attend the opening.

Petrojam Limited is not obliged to accept the lowest or any bid and reserves the right to terminate the bidding process at any point prior to the award of contract without incurring any liability to any of the participants.