



Government of Jamaica

Ministry of Economic Growth and Job Creation



NATIONAL WORKS AGENCY

INVITATION TO BID

PROCUREMENT FOR THE SUPPLY OF 509

MICROSOFT MS365 LICENSES FOR

ONE (1) YEAR FOR THE PERIOD

JANUARY 12, 2025 – JANUARY 11, 2026

The National Works Agency (NWA) invites sealed bids from eligible and suitably qualified service providers for the **PROCUREMENT FOR THE SUPPLY OF 509 MICROSOFT MS365 LICENSES FOR ONE (1) YEAR FOR THE PERIOD JANUARY 12, 2025 – JANUARY 11, 2026.**

Scope of works: Further details on the specifications can be found in Section III of these Bidding Documents.

Eligibility Requirements: (1) Copy of valid Tax Compliance Certificate (TCC) or Tax Compliance Letter (TCL) and (2) Proof of registration with the Public Procurement Commission (PPC) of Jamaica as a Public Sector Contractor in the category of Information Technology Services or Computers and Related Services.

Availability: A complete set of Bidding Documents in English will be available for download as at **Tuesday, November 5, 2024** on the Government of Jamaica Electronic Procurement website www.gojep.gov.jm.

Submission Deadline: Bids must be submitted online via www.gojep.gov.jm no later than **Tuesday, November 26, 2024, at 1:00 p.m.** Jamaica time (UTC -05:00) and bids must be valid for One Hundred and Twenty (120) calendar days after the date of bid submission. Late Bids will be rejected. Bids will be opened online on **Tuesday, November 26, 2024, at 1:15 p.m.** Jamaica Time (UTC -05:00).

This is an online managed Tender, and tender documents and Supplier Bids will only be made available and accepted via the electronic Government 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 Bids. To participate in this tender opportunity, Suppliers must first be registered and know how to use the electronic Procurement System, www.gojep.gov.jm. Please register on the e-GP System, by selecting the Register as a supplier link from the home page. For assistance, and training please contact the support desk at: (876) 932-5740.