



Government of Jamaica

Ministry of Transport, Works & Housing



NATIONAL WORKS AGENCY

Invitation for Tender

RENOVATION OF THE 11TH FLOOR OF THE AIR JAMAICA BUILDING FOR THE OFFICE OF THE CHILDREN'S ADVOCATE, 72 HARBOUR STREET, KINGSTON

The National Works Agency invites eligible contractors to submit tenders for Renovation Works for the office space of the Office of the Children's Advocate (OCA) located on the 11th Floor of the Air Jamaica Building at 72 Harbour Street, Kingston. The works consist of renovating approximately six hundred and thirteen (613) square metres of existing office space to form offices for the OCA. The renovation consists of demolition works, construction of new partitions, new floor, wall and ceiling finishes and refurbishing of existing services.

Eligibility: It is mandatory that contractors be on the National Contracts Commission (NCC) List of Registered Contractors at the specified level in any of the following categories for their tenders to be eligible: Grades 1 or 2 in the Building Construction or Interior Construction Works Categories.

Availability: Tender Documents will be made available as of **Thursday February 19, 2015**, at the National Works Agency's, Corporate Office, 140 Maxfield Avenue, Kingston 10 in the Directorate of Regional Implementation & Special Projects.

Fee: A non-refundable payment of J\$7,000 in cash or Managers' Cheque, payable to the Chief Executive Officer, National Works Agency, is required for each set of Tender Documents.

Return of Tenders: Completed tenders along with the required documents, National Contract Commission (NCC) Certificate of Registration and a valid Tax Compliance Certificate (TCC), etc. are to be placed in an envelope labelled **"RENOVATION OF THE OFFICE OF THE CHILDREN'S ADVOCATE."** The envelope should then be placed in the Tender Box similarly labelled and located in the Lobby of the National Works Agency, 140 Maxfield Avenue, Kingston 10, no later than **10:00 a.m. on Thursday, March 12, 2015.**

Tender Opening: The Tenders will be opened at **10:15 a.m., Thursday, March 12, 2015** in the Main Conference Room, National Works Agency, 140 Maxfield Avenue, Kingston 10. Tenderers or their representatives are invited to the opening.

All queries concerning the Tender Document shall be made in writing and addressed to: Andrew Sturridge, Major Projects Manager, National Works Agency, 140 Maxfield Avenue, Kingston 10; by Thursday March 5, 2015.

Tenders not accompanied by a valid Tax Compliance Certificate (TCC) and NCC Certificate of Registration will be rejected.

THE NATIONAL WORKS AGENCY reserves the right not to accept the lowest or any other tender, or to annul the tender process and reject all tenders at any time prior to the award without incurring any liability.