



JAMAICA URBAN TRANSIT COMPANY LIMITED (JUTC)

INVITATION FOR BID

LO-0612/18 PROVISION OF CUSTOMS BROKERAGE SERVICES

The Jamaica Urban Transit Company Limited (JUTC), located at Michael Manley Drive, Twickenham Park, Spanish Town, St. Catherine, invites contractors registered with the National Contracts Commission (NCC) for the provision of Customs Brokerage Services for a three (3) year period 2018/19-2020/21.

Scope of Work (includes but not limited to):

- Preparing and processing all import and export documents required for various entities such as The Jamaica Customs, Airports, etc.
- Obtaining all the necessary permits
- Make available at all times, a licensed Customs Broker to sign and endorse all customs entries
- Endeavour to expedite the shipments for the JUTC

Eligibility

Suppliers must:

- Be registered with the National Contracts Commission (NCC) in the respective category of Customs Brokerage Services
- Possess a valid Tax Compliance Certificate at the time of Bidding.

A non-refundable fee of Three Thousand Five Hundred Dollars (\$3,500.00) must be submitted by cash or manager's cheque payable to the Jamaica Urban Transit Company Limited when collecting each tender package.

Tender document will be available from **July 18, 2018 between 9:00 a.m. and 4:00 p.m.** from the:

**Procurement Manager
Jamaica Urban Transit Company Limited
Michael Manley Drive
Twickenham Park, St. Catherine**

Failure to directly purchase the Bid Document from the JUTC will result in ineligibility of that Bid from participating in the tender process.