



## **Jamaica Business Development Corporation Tender Notice**

### **Procurement of External Audit Services**

**Ref # JBDC2024/ACC001**

The Jamaica Business Development Corporation (JBDC) was established in 2001 as the premier government agency providing business development services to Jamaican Micro, Small and Medium-sized Enterprises (MSMEs)... 'From Concept to Market'.

JBDC invites eligible consultants to submit proposals to provide External Audit Services.

#### **ELIGIBILITY OF CONSULTANT**

- Valid Tax Compliance Certificate/ Letter (TCC/TCL)
- Evidence of practice in Jamaica by both the Institute of Chartered Accountants of Jamaica and the Public Accountancy Board

All documents above must be submitted at the time of bid submission. Non-compliance with any or all of the above will result in automatic disqualification of tender.

**PROCUREMENT METHOD:** National Competitive Bidding

#### **SCOPE OF WORK**

To provide External Audit Services for three years ending March 31, 2024, March 31, 2025 and March 31, 2026; and

External Audit Services for its Pension Funds for the three years ending October 31, 2024, October 31, 2025 and October 31, 2026.

#### **AVAILABILITY OF DOCUMENTS**

Bidding documents are available on the Government of Jamaica Electronic Procurement (GOJEP) website – [www.gojep.gov.jm](http://www.gojep.gov.jm). Registration instructions are also available on the website. Registration is required for consultants to participate in this tender opportunity.

#### **BID SUBMISSION AND OPENING**

Bids must be submitted online via [www.gojep.gov.jm](http://www.gojep.gov.jm) no later than **Monday, March 18, 2024 at 3:00 p.m.** An online bid opening will take place on the same date at 3:15 p.m. An online bid opening report will be sent to all bidders who submit a bid.

Late Bids will be automatically rejected by the system. No offline bids (hard copies) will be accepted and there will be no physical tender box for drop-off of tender documents.

#### **CONTACT INFORMATION**

Procurement Officer

Jamaica Business Development Corporation

14 Camp Road, Kingston 4

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