

INVITATION TO BID

Country:	Jamaica
Procurement Entity:	Tourism Enhancement Fund (TEF)
Project Name:	Procurement of Pension Fund Administrator and Investment Manager for TEF
RFP#:	NCB-2021-02-HRA019
Description of Works:	<p>The Tourism Enhancement Fund (TEF) invites qualified firms to submit proposals for Pension Fund Administrator and Investment Manager Services for the TEF Pension Fund.</p> <p>The TEF Pension Fund is to provide retirement income for current and new entrants after its commencement. The retirement benefits to be received by a Member of the Fund will be funded by compulsory and voluntary contributions paid by that Member, mandatory contributions by the TEF and the accrued investment returns on those contributions.</p> <p>The Board of Trustees to be appointed will have responsibility for management and control of the Fund and investment of the assets. The Board of Trustees will appoint the Investment Manager, Fund Administrator, Actuary and Auditor of the Fund. Their respective duties and responsibilities are set out in the Pensions (Superannuation Funds and Retirement Schemes) Act and Regulations (The Act). The appointed Administrator and an Investment Manager for the Fund may be, but will not necessarily be the same Company, therefore the Administration and Investment Management are being tendered as separate Lots.</p> <ul style="list-style-type: none"> • Lot 1: Administrator • Lot 2: Investment Manager
Eligibility:	Requirements as Detailed in Section 2, ITC 6.9 A valid TCC is required at Bid Submission)
Procurement Method:	Bidding will be conducted through the National Competitive Bidding (NCB) procedures as specified by the Government of Jamaica (GOJ) Public Procurement Act, 2015 & Public Procurement Regulation, 2018.
Contact Information:	<p>Manager, Public Procurement Tourism Enhancement Fund 60 Knutsford Boulevard 2nd Floor, PanJam Building Kingston 5 Procurement@tef.gov.jm</p>
Tender Document	<p>Available on the GOJ Electronic Procurement website at www.gojep.gov.jm. Bidding Documents will be available for download as at March 1, 2021. Registration instructions are available on the website. Mandatory registration is required for vendors to participate.</p> <p>Failure to obtain the bidding documents from the TEF via the GOJ Electronic Procurement website will result in the Bidder's ineligibility to participate in the procurement process.</p>
Deadline for Submission:	<p>Bids must be submitted online via www.gojep.gov.jm no later than March 17, 2021 at 2:00 p.m. Jamaica time (UTC 5).</p> <p>Online Bid Opening takes place on the same day at 2:15 p.m. An online bid opening report will be sent to all Bidders who submitted a proposal.</p>
For additional info visit:	https://tef.gov.jm/procurement/