

THE PUBLIC PROCUREMENT ACT, 2019

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS) REGULATIONS, 2019

ARRANGEMENT OF REGULATIONS

1. Citation.
2. Interpretation.
3. Application for registration.
4. Renewal of registration.
5. Documents in support of renewal application.
6. Application for classification of grade or category of work.
7. Interview of prospective supplier and inspection of business operations.
8. Change in classification.
9. Duration of registration.
10. Registration fee.
11. Classification of suppliers.
12. Issue or re-issue of certificates of registration.
13. Modification of registration.
14. Suspension of registration.
15. Cancellation of registration.
16. Procedure for suspension or cancellation of registration.
17. Application for approval of unregistered supplier.
18. Public Procurement Commission Approved Supplier Register.
19. Amendment of the Public Procurement Commission Approved Supplier Register.
20. Offence to use invalid certificate.

SCHEDULES.



**THE
JAMAICA GAZETTE
SUPPLEMENT**

PROCLAMATIONS, RULES AND REGULATIONS

537

Vol. CXLII

MONDAY, SEPTEMBER 2, 2019

No. 94

No. 153

Extract from the Minutes of the meeting of the House of Representatives held on Tuesday,
June 11, 2019:

PUBLIC BUSINESS

**THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS)
REGULATIONS, RESOLUTION, 2019**

Dr. the Honourable Nigel Clarke, Minister of Finance and the Public Service, having obtained suspension of the Standing Orders, moved:

BE IT RESOLVED that the Public Procurement (Registration and Classification of Suppliers) Regulations, 2019, under the Public Procurement Act, which was laid on the Table of the House on the 28th day of May, 2019, be affirmed.

Seconded by: Mr. Leslie Campbell.

Agreed to.

I certify that the above is a true extract from the Minutes.

HEATHER E. COOKE, CD, JP, (MRS.)
Clerk to the Houses

No. 154

Extract from the Minutes of the Honourable Senate on the 28th day of June, 2019:

PUBLIC BUSINESS

Senator the Honourable Pearnel Charles Junior, Minister without Portfolio in the Ministry of Economic Growth and Job Creation, having obtained suspension of the Standing Orders, moved:

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS)
REGULATIONS, RESOLUTION, 2019

WHEREAS, by virtue of section 61(1) of the Public Procurement Act (hereinafter referred to as "the Act"), the Public Procurement Commission may, with the approval of the Minister, make regulations prescribing—

- (a) The evaluation criteria or qualifications required for the registration and classification of suppliers;
- (b) The circumstances in which registration under the Act may be modified, suspended, cancelled, approved or withdrawn and the procedures for such modification, suspension, cancellation or withdrawal of approval;
- (c) The content and form of registers and other records to be maintained by the Commission, the availability of such registers for inspection, the production of copies as extracts therefrom and any other matter relating to the establishment, maintenance and safeguarding of registers and other records;
- (d) Forms, fees and procedures for the registration or classification of suppliers;

AND WHEREAS, on the 16th day of April, 2019, the Commission, with the approval of the Minister, made the Public Procurement (Registration and Classification of Suppliers) Regulations, 2019;

AND WHEREAS it is provided by section 61(2) of the Act that Regulations made under section 61(1) of the Act shall be subject to affirmative resolution:

NOW, THEREFORE, BE IT RESOLVED by this Honourable House as follows:—

- (1) This Resolution may be cited as the Public Procurement (Registration and Classification of Suppliers) Regulations, Resolution, 2019;
- (2) The Public Procurement (Registration and Classification of Suppliers) Regulations, 2019, which were laid on the Table of the House on the 30th day of April, 2019, are hereby affirmed.

Senator Wensworth Skeffery and Senator Delroy Williams also spoke on the motion.

Seconded by: Senator Delroy Williams.

Agreed to.

I certify that the above is a true extract from the Minutes.

HEATHER E. COOKE, CD, JP, (MRS.)
Clerk to the Houses

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS) REGULATIONS, 2019

In exercise of the power conferred upon the Commission by section 61 of the Public Procurement Act, the following Regulations are hereby made with the approval of the Minister:—

PART I—*Preliminary*

- | | |
|--------------------------------|---|
| Citation. | 1. These Regulations may be cited as the Public Procurement (Registration and Classification of Suppliers) Regulations, 2019. |
| Inter-pretation. | <p>2. In these Regulations—</p> <p>“category” means any category of works, goods or services, and specializations thereof, in relation to which a supplier is classified and in respect of which the supplier is eligible to make tender;</p> <p>“Certificate of Registration” or “Certificate” means a certificate issued or re-issued, as the case may be, under regulation 12;</p> <p>“grade” means the grade specific to a works contract specialization within a category which indicates the value of the procurement contract in that category for which a supplier is eligible to make a tender;</p> <p>“Public Procurement Commission Approved Supplier Register” means the register established under regulation 18;</p> <p>“Registrar” means the Registrar appointed under regulation 18(3);</p> <p>“relevant law” includes the Companies Act, Corruption Prevention Act, Integrity Commission Act 2017, Larceny Act, Proceeds of Crime Act and any statutory or common law offence or breach concerning fraud, breaches of fiduciary duty, misuse or misappropriation of funds, money laundering, bribery, public health, consumer protection or trade, including securities, product, service, professional or occupational safety standards;</p> <p>“Tax Administration Jamaica” has the meaning assigned to it by section 4 of the Tax Administration Jamaica Act, 2013.</p> |
| Application for registration. | 3.—(1) Any person, firm or entity desirous of being registered as a supplier— |
| Form A (i). First Schedule. | (a) for works, shall make an application to the Commission— |
| Form A (ii). | <p>(i) subject to subparagraph (ii), in the form set out as Form A(i) in the First Schedule;</p> <p>(ii) in the case of artisans, in the form set out as Form A(ii) in the First Schedule</p> |

Form B.

- (b) for goods or services shall make an application to the Commission in the form set out as Form B in the First Schedule.

(2) Subject to paragraph (4), an application for registration shall be accompanied by—

- (a) in the case of an individual, a Government-issued picture identification;
- (b) the Taxpayer's Registration Number of the applicant making the application;
- (c) a General Consumption Tax Certificate of Registration;
- (d) written confirmation from Tax Administration Jamaica that the applicant is tax compliant;
- (e) in the case of a company, its Certificate of Incorporation and Letter of Good Standing;
- (f) in the case of a registered business name, a Certificate of Registration;
- (g) in the case of a body corporate, financial statements and audited financial reports in respect of the applicant making the application, for the three years immediately preceding the application;
- (h) in the case of individuals, such accounts, financial reports and statements as the Commission may require;
- (i) for the purpose of determining whether the applicant satisfies the requirements for registration under these Regulations—
 - (i) such documents furnishing particulars, including trade references, permits, licences or approvals, as the Commission may require; and
 - (ii) any other documents as appear necessary to the Commission.

(3) The Commission may refuse to register an applicant as a supplier if the Commission is satisfied that the applicant—

- (a) is an undischarged bankrupt;
- (b) in the case of a body corporate, a director, manager or secretary thereof, has been convicted of any offence involving fraud, dishonesty or moral turpitude during the period of five years immediately preceding the date of the application;
- (c) is not financially sound;

(d) in the case of a body corporate—

(i) is in the course of being wound up or liquidated; or

(ii) a receiver has been appointed in respect of that body corporate;

(e) has engaged in any conduct amounting to a contravention of the Act or any relevant law;

(f) having regard to the past performance during the period of five years immediately preceding the date of the application, or expertise of the applicant or any relevant employee, it would not be appropriate to register the applicant as a supplier; or

(g) there are circumstances that are likely to—

(i) call into disrepute; or

(ii) lead to the improper conduct of,

the business of or execution of contracts by the applicant or an officer or employee of the applicant.

(4) Where the Commission upon receiving an application, has requested that the applicant furnish additional particulars and a period in excess of three months elapses from the date of the Commission's request and the applicant does not furnish the additional particulars requested, the application shall be deemed to have expired.

(5) The Commission shall notify the applicant, in writing of its decision to register or to refuse to register the applicant, as the case may be.

Renewal of
registration.

Form A (i).
Form A (ii).
Form B.
First
Schedule.

4.—(1) A prospective supplier, or a supplier desirous of renewing registration as a supplier, (hereinafter referred to as the “applicant”) shall make an application to the Commission in the form set out as Form A (i), Form A (ii) or Form B in the First Schedule, as applicable.

(2) An application for renewal of registration shall be submitted by a supplier to the Commission at least sixty days before the expiration of the supplier's registration.

(3) The Commission may, upon application by an applicant, renew the supplier's registration, if the Commission is satisfied that—

(a) the applicant satisfies the requirements for registration under regulation 3(2) and (3);

- (b) the applicant has not operated in a manner inconsistent with the applicant's previous registration;
- (c) during the preceding registration period, the applicant has not engaged in any conduct amounting to a contravention of the Act or any other relevant law;
- (d) the applicant has paid all fees payable to the Commission under these Regulations;
- (e) there has been no change in the circumstances of the applicant which would justify treating the application for renewal as a new application; and
- (f) the applicant or, in the case where the applicant is a body corporate, a director, the manager, the secretary or other officer thereof has not been convicted of an offence under the Act or any relevant law during the period of five years immediately preceding the date of the application.

(4) The Commission shall notify the applicant, in writing, of its decision and in the case of a refusal to renew registration the Commission shall state the reasons for its refusal to renew registration.

Documents
in support of
renewal
application.

5. Where a supplier is desirous of renewing registration in respect of categories and grades for which the supplier is currently registered, only the documents which accompanied the initial application for registration which have expired, or contain outdated particulars, and have been renewed or updated are required to accompany an application for renewal of registration.

Application
for
classification
of grade or
category of
work.
Form A (i).
Form A (ii).
Form B.
First
Schedule.

6.—(1) A supplier or prospective supplier desirous of being classified in respect of another category or grade to carry out such building, works or offer goods or services for which the supplier was not previously registered to provide, shall make an application to the Commission in the form set out as Form A(i), Form A(ii) or Form B in the First Schedule, as applicable.

(2) The Commission may, upon application by a supplier or prospective supplier approve the classification of category of work or grade, if the Commission is satisfied that—

- (a) the applicant has not operated in a manner inconsistent with the applicant's previous registration;
- (b) during the preceding registration period, the applicant has not engaged in any conduct amounting to a contravention of the Act or any other relevant law;

- (c) the applicant's business operations complies with the relevant criteria for classification into the category or grade the subject of the application;
- (d) the applicant has paid all fees payable to the Commission under these Regulations; and
- (e) the applicant or, in the case where the applicant is a body corporate, a director, the manager or the secretary thereof has not been convicted of an offence under the Act or any relevant law during the period of five years immediately preceding the date of the application.

(3) The Commission shall notify the applicant, in writing, of its decision under paragraph (2), and in the case of a refusal to effect a change in classification, the Commission shall state the reasons for its refusal.

(4) Where an applicant is a supplier desirous of classification in respect of categories and grades for which the supplier is not currently registered, only the documents which accompanied the initial application for registration which—

- (a) are incomplete or insufficient for the purposes of classification into the new category or grade that is the subject of the application; or
- (b) have expired, or contain outdated particulars, and have been renewed or updated,

are required to accompany an application for classification in respect of registration.

Interview of prospective supplier and inspection of business operations.

7.—(1) On receipt of an application for registration, or renewal of registration or classification, as the case may be, the Commission shall cause—

- (a) the applicant to be interviewed as may be necessary to enable the Commission to determine whether the applicant satisfies the requirements for—
 - (i) registration and classification as a supplier;
 - (ii) renewal of registration and classification; or
 - (iii) classification into another category of work or grade; and
- (b) inspections to be carried out of the applicant's business premises, including any documents relevant to the Commission's consideration of an application, to determine whether the business operations of the applicant conform with the requirements for registration and classification into a category or grade.

(2) The Commission shall cause a report of the conduct and the findings of the interviews and inspections carried out under paragraph (1), including any recommendations, to be prepared for the Commission's consideration.

(3) Where an applicant fails to facilitate the conduct of an inspection under paragraph (1)(b), the application shall be deemed to have expired.

Change in
classification.

8.—(1) The Commission may—

- (a) register and classify into categories and grades the applicant, as a supplier;
- (b) refuse to register and classify into categories and grades the applicant, as a supplier; or
- (c) classify or refuse to classify the applicant in respect of another category or grade.

(2) The Commission shall notify the applicant, in writing, of its decision under paragraph (1), and in the case of a refusal to approve registration or classification into another category or grade, as the case may be, the Commission shall state the reasons for such refusal.

Duration of
registration.

9. The registration of a supplier shall be valid for such period, not exceeding three years, as the Commission may specify in the Certificate of Registration.

Registration
fee.

10.—(1) Upon notification by the Commission that the supplier's application has been successful, where applicable, the fee specified under paragraph (2) shall be payable by the supplier.

Part I.
Second
Schedule.

(2) The fee payable referred to in paragraph (1), is the fee in respect of the category or grade thereof in which the supplier has been classified as specified in the first column of Part I of the Second Schedule in the amount in respect of that category or grade thereof specified in the second column of Part I of the Second Schedule.

Classification
of suppliers.

11.—(1) A supplier shall not participate in a procurement opportunity unless the supplier's classification and grade qualifies the supplier as eligible to participate in that procurement opportunity.

(2) For the purposes of paragraph (1), the Commission shall classify suppliers—

(a) taking into account the following factors—

- (i) technical and managerial competence and experience;
- (ii) general level of expertise;
- (iii) specialization in the supply of the relevant goods or services or in carrying out the relevant works;
- (iv) the equipment and resources;

Part II.
Second
Schedule.

- (b) in the case of works, into grades in respect of the specific specialization of works for which the supplier is to be registered in accordance with the criteria specified in Part II of the Second Schedule.

Issue or re-
issue of
certificates
of
registration.
Form A (i).
Third
Schedule.
Form A (ii).

12. The Commission shall, on payment of the applicable registration fee under regulation 10—

- (a) issue a certificate of registration and classification for works—
- (i) subject to subparagraph (ii), in the form set out as Form A (i) in the Third Schedule;
 - (ii) in the case of artisans, in the form set out as Form A (ii) in the Third Schedule;

Form B.

- (b) issue a certificate of registration and classification for goods and services in the form set out as Form B in the Third Schedule;
- (c) where the registration of a prospective supplier or supplier is renewed, modified or there has been a change in the classification of category or grade, if necessary, re-issue the Certificate with the updated particulars, to the prospective supplier or supplier and update the Register kept under regulation 18 accordingly.

Modification
of
registration.

13.—(1) The Commission may modify the registration or classification of a supplier if the Commission is satisfied that the inclusion—

- (a) of any inaccurate or incorrect particular in an application for registration and classification or any document accompanying the application, was done inadvertently; and
- (b) of the accurate or correct particular would not have disqualified the supplier from registration or being classified in any applicable category or grade.

(2) Where the Commission modifies the registration or classification of a supplier under paragraph (1) the Commission shall—

- (a) advise the supplier, in writing, of the decision to modify registration;
- (b) re-issue the relevant Certificate in accordance with regulation 12; and
- (c) update the Register kept under regulation 18 accordingly.

Suspension of
registration.

14.—(1) The Commission may suspend the registration of a supplier for any of the reasons for cancellation specified in regulation 15 where, on the facts of the case before it, the Commission is of the view that suspension would be more appropriate.

(2) A supplier shall not participate in a procurement proceeding during the period of any suspension of the suppliers registration.

Cancellation
of
registration.

15.—(1) The Commission may cancel the registration of a supplier if—

- (a) the supplier participates in a procurement proceeding in contravention of regulation 14(2);
- (b) the supplier makes a false statement, submits any false document or document containing false particulars to mislead the Commission;
- (c) the supplier engages in conduct to mislead or attempts to mislead the Commission or any person authorized on its behalf in relation to the conduct of any inspection of the operations of the supplier's business premises;
- (d) the supplier misrepresents or makes a false claim in respect of the qualifications required for registration and classification under the Act;
- (e) the supplier is convicted of an offence under the Act, any Regulations made thereunder or a relevant enactment; or
- (f) in the case of a company—
 - (i) a resolution has been passed for voluntary winding up or an order has been made by a court of competent jurisdiction for its winding up;
 - (ii) a receiver has been appointed to manage any of its assets; or
 - (iii) any of its directors, managers or the secretary has been convicted of an offence under any relevant enactment during the period of five years immediately preceding the date of the application;
- (g) the supplier has a past of unsatisfactory performance of procurement contracts verified by procuring entities.

Procedure for
suspension or
cancellation of
registration.

16.—(1) Where the Commission is considering suspension or cancellation of registration, the Commission shall give notice, in writing, to the supplier thereof and the notice shall—

- (a) state the reasons based on which the Commission is considering suspending or cancelling the supplier's registration;
- (b) specify, if appropriate, any remedial action the Commission advises that the supplier may take, and the time-period to effect such action, to avoid suspension or cancellation of registration;

- (c) invite the supplier to make representation, in writing, as to why the registration should not be suspended or cancelled; and
- (d) specify the time-period during which the supplier may make such representation.

(2) A notice shall be presumed to have been received on the date of delivery to the supplier to whom it is addressed, in the absence of proof to the contrary.

(3) A notice with respect to suspension or cancellation may be served on the supplier or an agent or employee of the supplier—

- (a) in the case of a supplier who is a body corporate, at its registered address; and
- (b) in the case of a supplier who is an individual, at the address provided for by the supplier for the purposes of registration.

(4) The Commission shall give the supplier—

- (a) no less than ten working days; or
- (b) such longer time period which in the circumstances the Commission considers reasonable,

to make representation, in writing, as to the reasons why the Commission should not suspend or cancel the registration of that supplier and to request extension of the time-period in which to make such representation.

Application
for approval
of
unregistered
supplier.

17.—(1) Where a procuring entity makes an application under section 18 of the Act, the application shall be accompanied by—

- (a) valid Government-issued picture identification, or, in the case of a corporate body, the constituting document of that body; and
- (b) proof of tax compliance, accounts, financial statements and reports, trade references, permits, licences or approvals, or any other documents furnishing particulars, as appear necessary to the Commission for the purpose of determining whether the applicant satisfies the requirements for registration under these Regulations.

(2) The Commission may—

- (a) refuse to approve a person, firm or entity as an approved unregistered supplier;
- (b) withdraw approval of an approved unregistered supplier, if the Commission is satisfied of the matters specified in regulation 3(3).

Public
Procurement
Commission
Approved
Supplier
Register.

18.—(1) The Commission shall maintain a register to be called the Public Procurement Commission Approved Supplier Register which shall be available for inspection in such manner and at such times as the Commission may determine.

(2) Any person may, on making a request, in writing, be provided with an excerpt from the Public Procurement Commission Approved Supplier Register certified for accuracy by the Commission.

(3) A Registrar shall be appointed and employed in accordance with paragraph 9 of the Second Schedule to the Act, and shall keep, in such form and in such manner as the Commission may direct, the Public Procurement Commission Approved Supplier Register.

(4) The Public Procurement Commission Approved Supplier Register shall include particulars as follows—

- (a) date and period of registration;
- (b) the categories and grades for which the supplier is registered;
- (c) a list of the procurement contracts awarded to the supplier with the approval of the Commission;
- (d) in respect of each supplier registered, the date of issue and certificate number for every Certificate of Registration issued or re-issued, as the case may be, to the supplier; and
- (e) any other particulars the Commission considers necessary in the interest of ensuring that the tendering process for government contracts is conducted in an open manner.

(5) The Commission shall keep a duplicate of every Certificate issued or re-issued by the Commission, and each Certificate shall be kept, in respect of the relevant supplier to whom it relates, and deemed a part of the Public Procurement Commission Approved Supplier Register.

Amendment of
the Public
Procurement
Commission
Approved
Supplier
Register.

19.—(1) Where the registration of a supplier is—

- (a) suspended, an endorsement to this effect including the duration of the period of suspension, if any, shall be entered by the Registrar in the Public Procurement Commission Approved Supplier Register; or
- (b) cancelled, the Registrar shall remove that person, firm or entity's name from the Public Procurement Commission Approved Supplier Register.

(2) Where the Registrar has notice that the Public Procurement Commission Approved Supplier Register contains any outdated or otherwise incorrect particular, the Registrar shall, as soon as practicable, amend the Register.

Offence to
use invalid
certificate.

20.—(1) Upon receipt of a notice of cancellation of registration by the Commission, any certificate of registration in relation to that cancelled registration shall be deemed invalid.

(2) A person, firm or entity that uses a Certificate of Registration deemed invalid under paragraph (1) in any procurement proceeding commits an offence and is liable on conviction in a Parish Court to a fine not exceeding five hundred thousand dollars.

FIRST SCHEDULE


(Regulations 3, 4 and 6)

FORM A (i)

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF
SUPPLIERS) REGULATIONS, 2019
(Regulations 3, 4 and 6)

*Application for Registration of Supplier for Works or
Renewal Thereof*

| | | | | | | |
|---|------------|---|--|--|--|----------------------------|
|  | FORM A (i) | | | | | |
| <p>PUBLIC PROCUREMENT COMMISSION (PPC)</p> <p>REGISTER OF APPROVED SUPPLIERS OF WORKS GRADES 1-4</p> <p>APPLICATION FORM Regulations 3(1)(a)(i)</p> | | | | | | |
| Registered Name of Applicant: _____ | | | | | | |
| Type of Application: (please indicate) | | | | | | |
| <table border="1"><tr><td><input type="checkbox"/> New Registration</td></tr><tr><td><input type="checkbox"/> Renewal of Registration</td></tr><tr><td><input type="checkbox"/> Change of grade or classification</td></tr><tr><td><input type="checkbox"/> Additional Category (ies)</td></tr><tr><td>PPC Registration No. _____</td></tr></table> | | <input type="checkbox"/> New Registration | <input type="checkbox"/> Renewal of Registration | <input type="checkbox"/> Change of grade or classification | <input type="checkbox"/> Additional Category (ies) | PPC Registration No. _____ |
| <input type="checkbox"/> New Registration | | | | | | |
| <input type="checkbox"/> Renewal of Registration | | | | | | |
| <input type="checkbox"/> Change of grade or classification | | | | | | |
| <input type="checkbox"/> Additional Category (ies) | | | | | | |
| PPC Registration No. _____ | | | | | | |

FIRST SCHEDULE, *contd.*FORM A(i), *contd.*

Application for Public Procurement Commission (PPC) Approved Supplier Register

Grades 1 - 4**A. IDENTIFICATION OF APPLICANT**

1. Registered Business Name of the Applicant: _____

2. Applicant has a Jamaican Registration: Y | ☐ | N | ☐ |

3. Jamaican Business Registration No.: _____ 4. Date of Initial Registration: ____/____/____ (dd/mm/yyyy) 5. Business Registration No.: _____

6. Date of current registration (Jamaica Sole Proprietor/Trader and Partnership Only): ____/____/____ (dd/mm/yyyy) 7. Other Country Business Registration No.: _____

8. Other Country: (Please state) _____ 9. Date of other Country Registration: ____/____/____ (dd/mm/yyyy)

10. Tax Registration Number (TRN): _____ 11. Tax Compliance Reference Number (or similar): _____

12. General Consumption Tax (GCT) Registration No.: _____ 13. No. of Years in Business: _____

14. Legal structure of the Applicant: Sole Proprietorship | Partnership | Limited Liability | Corporation/Incorporation | Friendly Society |

Other | (Please state) _____

15. Telephone No. and Contact Information for the Applicant:

Telephone No. _____ Mobile No. _____ Fax: _____ Email Address _____ Website _____

16. Contact Person: _____

18. Registered Business Address:

Address 1 _____

Address 2 _____

City _____

Parish / State / Province _____

Country _____

20. Names & Titles of Principal owner(s) / Director(s) (Please use additional sheet if required; a signed Declaration Form must be completed for each Director)

Item Name _____

Position _____

Tax Registration Number (TRN) _____

Mobile No. _____

Telephone No. _____

Email address(es) _____

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

B. YEARS IN OPERATION

1. How many years has the Applicant been operating as an Approved Supplier of Works under its current business name | 0-3 Yrs. | 4-5 Yrs. | 6-7 Yrs. | Over 8 Yrs.

Date of Original Business Name? Day /Month/ Year: _____ / _____ / _____

2. Has the Firm ever operated under any other name? [] Yes [] No [] Other (Please state) (i) _____

(ii) _____

(iii) _____

3. If Yes and/or Other please state no. of years: (i) _____

(ii) _____

(iii) _____

4. Is the Applicant's Business Insured? [] Yes [] No _____

5. If yes please state the name of the Insurance Company: _____

| Name of contact person and position | Contact No. | Branch | Address |
|-------------------------------------|-------------|--------|---------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

SECTION I

FIRST SCHEDULE, *contd.*FORMA (i), *contd.*

C. 1. Indicate the Category and Grade for which registration is sought by inserting the requested grade (1, 2, 3, 4) in the space provided for each category.

| No. | Categories | Grade | No. | Categories | Grade |
|-----|--|-------|-----|--|-------|
| 1 | Blasting | | 18 | Mechanical Works | |
| 2 | Bridge Construction | | 19 | Medical Equipment | |
| 3 | Building Construction | | 20 | Painting & Decorative Finishes | |
| 4 | Building Maintenance | | 21 | Piling | |
| 5 | Civil Engineering | | 22 | Pipe Laying | |
| 6 | Drilling | | 23 | Road Maintenance Works | |
| 7 | Electrical Works | | 24 | Road Surfacing - Asphaltic Concrete Works | |
| 8 | Elevator, Escalator & Moving Walkways | | 25 | Road Surfacing - Double Surface Dressing Works | |
| 9 | Fencing | | 26 | Road Surfacing - Micro Surfacing Works | |
| 10 | General Road Works | | 27 | Roofing | |
| 11 | Heating, Ventilation, Air Conditioning & Refrigeration | | 28 | Sandblasting | |
| 12 | Industrial Maintenance | | 29 | Security Systems | |
| 13 | Information Technology Systems | | 30 | Signage | |
| 14 | Instrumentation | | 31 | Steel Erection | |
| 15 | Interior Construction Works | | 32 | Steel Fabrication | |
| 16 | Landscaping | | 33 | System Building | |
| 17 | Marine Engineering | | 34 | Tank Erection | |

SECTION I

FIRST SCHEDULE, *contd.*FORM A(i), *contd.***D. PLANT AND EQUIPMENT**

1. Please list the major items of relevant plant and equipment available to the Applicant:

| Item No. | Item | Chassis / Serial No. | Age (in yrs) | Rented / Leased or Owned | Condition *(e/g/f/p) |
|----------|------|----------------------|--------------|--------------------------|----------------------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
| 6 | | | | | |
| 7 | | | | | |
| 8 | | | | | |
| 9 | | | | | |
| 10 | | | | | |
| 11 | | | | | |
| 12 | | | | | |
| 13 | | | | | |
| 14 | | | | | |
| 15 | | | | | |

* Key: e – excellent; g – good; f – fair; p – poor

SECTION I

FIRST SCHEDULE, *contd.*FORMA (i), *contd.*

| E. FINANCIAL INFORMATION | | |
|---|--------------------|----------|
| 1. Annual Value of works performed in the past five (5) years | | |
| Year | Total Annual Value | Currency |
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |

2. Audited Financial Statements for the Last Three (3) Years (provided separately): Balance Sheets, Profit and Loss Statements, Cash Flow, Accountant's/Auditor's Reports etc. The Audited Financial Statements must be signed by a professionally registered Accountant/Accounting Firm in the jurisdiction in which the business/firm/corporation/other organization was incorporated/registered.

Note:
The Companies Act of Jamaica, the Seventh (7th) Schedule, Part 11, Nos. 5 & 6, where the applicant meets two (2) or more of the following criteria:
a) Its turnover is less than J\$40 million;
b) Its balance sheet total is less than J\$30 million; and
c) The total number of employees is less than 25.
In such cases, Unaudited Financial Statements shall be accepted.

| Year | Unaudited Financial Statement | Audited Financial Statement |
|------|-------------------------------|-----------------------------|
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |
| 20__ | _____ | _____ |

3. Newly Incorporated Companies / Registered Businesses / Partnerships (formed less than twelve (12) months prior to submission of an Application to the PPC) at Grades 1 – 4, must submit a Business Line of Credit from a regulated financial institution in lieu of Audited/Unaudited Financial Statement(s).

4. Certified copy(ies) of the 'Nil Return(s)' for Incorporated Company / Registered Business / Partnership / Other Registered Organization are to be provided for any of the last three (3) years where the Applicant did not undertake any construction works and/or commercial activity.

| Year | Nil Return |
|------|------------|
| 20__ | _____ |
| 20__ | _____ |
| 20__ | _____ |

SECTION I

Page 5 of 20

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

F. FINANCIAL INSTITUTION / BANKERS

1. State the name(s) of financial institutions that the PPC may contact to provide references:

| Item | Name of Financial Institution / Bankers | Name of Contact Person | | Contact | | Branch and Address | |
|------|---|------------------------|------|------------|---------------|--------------------|---------|
| | | Title/Position | Name | Mobile No. | Email Address | Branch | Address |
| 1. | | | | | | | |
| 2. | | | | | | | |
| 3. | | | | | | | |
| 4. | | | | | | | |
| 5. | | | | | | | |
| 6. | | | | | | | |

(Add new fields where required)

SECTION I

FIRST SCHEDULE, *contd.*

G. STAFFING *(This page may be copied as required to provide information for additional staff members)*

1. Professional

Professional staff includes:

- Individuals who have attained the minimum academic qualification of a first degree, or equivalent, and are either: a) registered with a professional registration board, b) a member of a professional association, or c) both
- At the time of application, individuals who have a formal working relationship with the Supplier of Works Applicant in a capacity such as Consultants, Full-time or Part-time staff.

(i) **Registered Engineer** - at least one (1) staff member with a valid locally Registered and Licensed Professional Registration from a recognized works professional organization (i.e. Professional Engineers Registration Board (PERB)) is required in a full-time working capacity with the Applicant for the **Grade One (I) categories**: Bridge Construction, Building Construction, Civil Engineering, Systems Building, General Road Works, Road Surfacing - Asphaltic Concrete Works, Road Surfacing - Double Surface Dressing Works, and Road Surfacing - Micro Surfacing Works.

(ii) **Registered Architect** - at least one (1) staff member with a valid locally Registered and Licensed Professional Registration from a recognized works professional organization (i.e. Architects Registration Board (ARB) membership) - possessing the relevant industry experience may be classified as Professional Staff to qualify for the categories of Building Construction, Systems Building, Roofing, Building Maintenance and Landscaping.

(iii) Either a **Registered Engineer or a Registered Architect** is required in a full-time working capacity with the Applicant for at the **Grade One (I) categories**: Building Construction and Systems Building.

(iv) The **PERB** designation shall apply only to the categories where the engineering academic qualification has relevance e.g. a Civil/Structural Engineer with a current practicing PERB Certificate for the current year can be the designated full-time Professional staff with the Applicant for the **Grade One (I) categories**: Bridge Construction, Building Construction, Civil Engineering, Systems Building, General Road Works, Road Surfacing - Asphaltic Concrete Works, Road Surfacing - Double Surface Dressing Works and Road Surfacing - Micro Surfacing Works.

Name of Individual: _____ **No. Years with Applicant:** _____

a) Name of Professional Registration Board: _____ **Year of last registration:** _____

b) Name of Professional Association: _____

Number of years practicing in profession: _____ **Major Discipline:** _____ **Year Qualified:** _____ **Accrediting Institution:** _____

Academic Qualifications (eg: BSc, MA, MSc): _____

General Instructions:

- Complete the table below regarding experience in EACH category of work for which registration is being applied for.
- Attach detailed and updated resume to the Application Form for EACH Professional Staff member submitted. **
- Attach Academic Qualification(s) and / or Professional Association Certificate(s) / License(s).

| Category Applied for (List name of category) | No. of Years Experience in this Category of Work | Position Held | Project Description |
|--|--|---------------|---------------------|
| | | | |
| | | | |
| | | | |
| | | | |

SECTION I

Page 7 of 20

FORM A (i), *contd.*

Page 8 of 20

FIRST SCHEDULE, *contd.*

FORM A (i), *contd.*[illegible]

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

| | |
|--|--|
| <p>6. Technical Staff Certification and Authorization Form</p> <p>Instructions:</p> <p>a) Complete one (1) Staff Certification and Authorization Form for EACH Technical staff being submitted.</p> <p>b) Attach an <u>UPDATED</u> resume for EACH Professional staff being submitted in the Supplier of Works Application Form</p> <p>c) Submit the original along with a photocopy, OR a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public of Academic Qualification(s) AND/OR Certificate(s) AND/OR Licence(s). (Unless previously submitted, verified and valid)</p> <p>d) Submit the original along with a photocopy of a picture identification with signature OR a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public for EACH Technical staff being submitted in the Supplier of Works Application Form. (Example Driver's Licence, Employee ID, National ID, Passport etc)</p> | |
| <p>7. I _____ hereby solemnly declare that I am currently employed to _____</p> <p>(Name of Staff member)</p> <p>(Name of Supplier of Works Applicant seeking registration with PPC) My current employment status with the Applicant as at _____ Date (dd/mm/yyyy) _____ is in a _____</p> <p>(Please tick) <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Contractual <input type="checkbox"/> Other _____ (Please specify) capacity for registration with the Public Procurement Commission (PPC).</p> | <p>8. I _____ hereby solemnly declare that all representation / information made in my attached updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said Supplier of Works Applicant with my particulars which include(s): (Please tick)</p> <p><input type="checkbox"/> Update Resume <input type="checkbox"/> Academic Qualification(s) <input type="checkbox"/> Certificate(s) <input type="checkbox"/> Licence(s)</p> |
| <p>9. Signature _____</p> <p>(Staff member's Signature)</p> <p>Date _____</p> <p>(dd / mm / yyyy)</p> | <p>Signature _____</p> <p>(Director's / Authorized representative's Signature)</p> <p>Date _____</p> <p>(dd / mm / yyyy)</p> |
| <p>SECTION I</p> | |

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

G. STAFFING

(This page may be copied as required to provide information for additional staff members)

10. *Supervisory*

Supervisory Staff includes:

- Individuals with appropriate experience in the construction industry with responsibility for on-site day-to-day activities.
- At the time of Application, individuals who have a formal working relationship with the Supplier of Works and/or Applicant in a capacity such as Consultants, Full-time or Part-time staff. Individuals may also be professionally and technically trained.

Name of Individual: _____

No. Years with Applicant:

Number of years in construction industry:

a) Name of Professional Registration Board: _____

Year of last registration:

b) Name of Professional Association:

Educational Level Achieved (eg: High / Tech Sch., Cert., Dip., BSc. Ma., MSc.)

Year Qualified

Accrediting Institution

General Instructions:

- i) Complete the table below regarding experience in **EACH** category of work for which registration is being applied for.
- ii) Attach **detailed and updated resume** to the Application Form for **EACH** Professional Staff member submitted. **
- iii) Attach Academic Qualification(s) and / or Professional Association Certificate(s) / License(s). **

[illegible]

**** Refer to Section III of the Application Form for the Detailed Requirements for Registration.**

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

| | |
|---|--|
| <p>C. STAFFING</p> <p>11. Supervisory Staff Certification and Authorization Form</p> <p>Instructions:</p> <p>a) Complete one (1) Staff Certification and Authorization Form for EACH Supervisory staff being submitted.</p> <p>b) Attach an <u>UPDATED</u> resume for EACH Supervisory staff being submitted in the Supplier of Works Application Form</p> <p>c) Submit the original along with a photocopy, OR a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public of <u>Academic Qualification(s)</u> AND/OR <u>Certificate(s)</u> AND/OR <u>License(s)</u>. (Unless previously submitted, verified and valid)</p> <p>d) Submit the original along with a photocopy of a picture identification with signature OR a copy certified, signed, sealed and dated by a Justice of the Peace / Notary Public for EACH Supervisory staff being submitted in the Supplier of Works Application Form. (Example Driver's License, Employee ID, National ID, Passport etc)</p> | |
| <p>12. I _____ (Name of Staff member) _____ hereby solemnly declare that I am currently employed to _____</p> <p>(Name of Supplier of Works Applicant seeking registration with PPC) _____ My current employment status with the Applicant as at _____ Date (dd/mm/yyyy) _____ is in a _____</p> | |
| <p>13. I _____ (Name of Staff member) _____ hereby solemnly declare that all representation / information made in my attached updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said Supplier of Works Applicant with my particulars which include(s): (Please tick)</p> <p><input type="checkbox"/> Update Resume <input type="checkbox"/> Academic Qualification(s) <input type="checkbox"/> Certificate(s) <input type="checkbox"/> License(s)</p> | |
| <p>14. Signature _____ (Staff member's Signature)</p> <p>Date _____ (dd / mm / yyyy)</p> | <p>Signature _____ (Director's / Authorized representative's Signature)</p> <p>Date _____ (dd / mm / yyyy)</p> |
| <p>SECTION I</p> | |

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

H. RELATIONSHIPS

1. State the following Relationships with other Organizations:

A. If the Principal(s) and/or Director(s) of the Applicant are Principals and/or Directors and/or Employees (including Public Sector Employees) of other organizations which also provide goods, works, or services to the construction industry (except those stated above) please state:

(a) Name of Individual

(b) Name of Organization

(c) Position Held

B. If the Applicant is a division/subsidiary of another Entity, state the name of the parent Entity:

C. If the Applicant is associated with or attached to other organizations (Parent, Subsidiary, Associate, Joint-Venture, etc.) which provide goods, works, or services to the construction industry, state the organizations' names and nature of association:

Name of Organization

Nature of Association

1.

2.1

3.

4.1

5.

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

| I. PROJECTS | |
|---|--|
| 1. Provide details of the two (2) most significant projects completed within the last ten (10) years in each category applied for. If project involves multiple categories, please indicate & approximate values in table provided. | |
| Name of Project: _____ | |
| Location of Project: _____ | |
| * Value of Work Executed \$: _____ | |
| Original Contract Period: _____ Years _____ Months _____ Weeks _____ Days | |
| Contract Start Date: _____ (Y/M/D) | |
| Contract Completion Date (Practical Completion): _____ (Y/M/D) | |
| Description of works: _____ | |
| _____ | |
| _____ | |
| _____ | |
| _____ | |
| _____ | |
| Name of Client _____ | |
| Contact Person: _____ Ph.# _____ | |
| Name of Architect/Engineer/Project Manager: _____ | |
| Contact Person: _____ Ph.# _____ | |
| Work was executed as: Main Supplier of Works Sub Supplier of Works Joint Venture Partner | |
| If work was performed either as a Sub-Supplier of Works or with a Joint Venture Partner, please state the name of: | |
| (a) Main Supplier of Works: _____ Contact Person _____ Ph.# _____ | |
| (b) Joint Venture Partner(s) _____ Contact Person _____ Ph.# _____ | |

| Category Components: | Value |
|--|-------|
| 1. Blasting _____ | _____ |
| 2. Bridge Construction _____ | _____ |
| 3. Building Construction _____ | _____ |
| 4. Building Maintenance _____ | _____ |
| 5. Civil Engineering _____ | _____ |
| 6. Drilling _____ | _____ |
| 7. Electrical Works _____ | _____ |
| 8. Elev./Escal/Moving Staircase _____ | _____ |
| 9. Fencing _____ | _____ |
| 10. General Road Works _____ | _____ |
| 11. Heating/Vent/Air/Refrig. _____ | _____ |
| 12. Industrial Maintenance _____ | _____ |
| 13. Information Technology Sys. _____ | _____ |
| 14. Instrumentation _____ | _____ |
| 15. Interior Construction Works _____ | _____ |
| 16. Landscaping _____ | _____ |
| 17. Marine Engineering _____ | _____ |
| 18. Mechanical Works _____ | _____ |
| 19. Medical Equipment _____ | _____ |
| 20. Painting & Decorative Works _____ | _____ |
| 21. Piling _____ | _____ |
| 22. Pipe Laying _____ | _____ |
| 23. Road Maintenance Works _____ | _____ |
| 24. Rd. Surfacing-Asphaltic Conc. _____ | _____ |
| 25. Rd. Surfacing-Dbl. Surf. Dress _____ | _____ |
| 26. Rd. Surfacing-Micro Surfacing _____ | _____ |
| 27. Roofing _____ | _____ |
| 28. Sandblasting _____ | _____ |
| 29. Security Systems _____ | _____ |
| 30. Signage _____ | _____ |
| 31. Steel Erection _____ | _____ |
| 32. Steel Fabrication _____ | _____ |
| 33. System Building _____ | _____ |
| 34. Tank Erection _____ | _____ |

*THE VALUE OF PROJECTS COMPLETED WILL BE ADJUSTED TO REFLECT CURRENT PRICES.

SECTION I

FIRST SCHEDULE, *contd.*FORM A(i), *contd.*I. PROJECTS *Cont. (This page may be copied as required)*

2. If the Applicant failed to complete any project within the last three years please state:

Name of Project _____

Name of Client: _____

Contact Person: _____

Name of Architect/Engineer/Project Manager in charge: _____

Contact Person: _____

Location of Project: _____

Ph.# _____

Contract Sum: \$ _____

Work was Executed as: Main Supplier of Works [] Sub Supplier of Works [] Joint Venture Partners []

If work was performed as either (a) Sub Supplier of Works or (b) with Joint Venture Partner, Please state the name of:

(a) Main Supplier of Works: _____

(b) Joint Venture Partner(s): _____

List briefly three main reasons why the Applicant failed to complete the contract:

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

J. COMPANY PROFILE

1. PPC Registration No.: _____ 2. Date of Application: _____

3. Applicant's Name: _____

4. Head Office Address: _____

5. No. of Branches: _____ No. of Branches _____ Address 1 _____ Address 2 _____ City _____ Parish / State / Province _____ Country _____

6. Employees: _____ 7. No. of Full-Time Employees: _____ 8. No. of Part-Time Employees: _____

9. Description of the Applicant's Organization/Management Structure: _____

10. Name of Associated/Affiliated Companies: _____

11. Description of areas of specialization for each category applied for: _____

12. Does the Applicant have? ☐ Warehouse ☐ Store house ☐ Workshop (please indicate) Other Facility (ies)

| | | |
|----------------------------------|----------------------------------|----------------------------------|
| Address 1: _____ | Address 1: _____ | Address 1: _____ |
| Address 2: _____ | Address 2: _____ | Address 2: _____ |
| City: _____ | City: _____ | City: _____ |
| Parish / State / Province: _____ | Parish / State / Province: _____ | Parish / State / Province: _____ |
| Country: _____ | Country: _____ | Country: _____ |

(Add new fields where required)

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

Application for Public Procurement Commission (PPC) Approved Supplier Register

Grades 1-4

A. IDENTIFICATION OF APPLICANT

1. Registered Business Name of the Applicant:

2. Applicant has a Jamaican Registration: Y | N |

3. Jamaican Business Registration No.: _____ 4. Date of Initial Registration: ____/____/____ 5. Business Registration No.: ____/____/____

6. Date of current registration (Jamaica Sole Proprietor/Trader and Partnership Only): ____/____/____ 7. Other Country Business Registration No.: ____/____/____

8. Other Country: (Please state) _____ 9. Date of other Country Registration: ____/____/____

10. Tax Registration Number (TRN): _____ 11. Tax Compliance Reference Number (or similar): ____/____/____

12. General Consumption Tax (GCT) Registration No.: _____ 13. No. of Years in Business: _____

14. Legal structure of the Applicant: Sole Proprietorship | Partnership | Limited Liability | Corporation/Incorporation | Friendly Society |

Other | (Please state) _____

15. Telephone No. and Contact Information for the Applicant:

Telephone No. _____ Mobile No. _____ Fax: _____ Email Address _____ Website _____

16. Contact Person:

18. Registered Business Address:

Address 1 _____

Address 2 _____

City _____

Parish / State / Province _____

Country _____

17. Contact Person Telephone No.: _____

19. Mailing Address:

Address 1 _____

Address 2 _____

City _____

Parish / State / Province _____

Country _____

20. Names & Titles of Principal owner(s) / Director(s) (Please use additional sheet if required; a signed Declaration Form must be completed for each Director)

| Item | Name | Position | Tax Registration Number (TRN) | Mobile No. | Contact Number(s) | Telephone No. | Email address(es) |
|------|------|----------|-------------------------------|------------|-------------------|---------------|-------------------|
| 1 | | | | | | | |
| 2 | | | | | | | |
| 3 | | | | | | | |
| 4 | | | | | | | |
| 5 | | | | | | | |

SECTION I

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

DECLARATION FORM 1

DECLARATION UNDER THE VOLUNTARY DECLARATIONS ACT: SECTION 7

IN THE MATTER of
the Public Procurement Act.

AND WITH RESPECT TO
DIRECTORS, PARTNERS,
SOLE TRADERS AND
COMPANY SECRETARY

Section 1

I Director ☐ /Owner ☐ Company Secretary ☐
(Name of Director/Owner/Company Secretary)

of: do solemnly and sincerely declare that
(Name of business/company)

Section 2

- a) I am currently employed to a Government entity: Yes ☐ No ☐
b) I am currently a Director on the board, or a member of a board committee of a Government entity: Yes ☐ No ☐

N.B. If your answer to either Question a) or b) in Section 2 is yes, please complete Section 3

Section 3

- a) I have received written permission from the Office of the Services Commission/Permanent Secretary to operate this establishment for which registration with the PPC is being sought and the said permission letter explicitly indicates that there exists no conflict of interest. Yes ☐ No ☐
b) Permission letter attached: Yes ☐ No ☐
i. Name of Government Agency:

ii. Date of Employment/ Appointment:

Position (s) held with respect to the Agency during the last five years (All committee membership MUST be stated):

iii.

iv.

Section 4

Are you affiliated with any other company registered with the Public Procurement Commission?
Yes ☐ No ☐ If yes, please state name of company/ (ies) and nature of affiliation:

.....

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Voluntary Declarations Act.

Sworn to at: _____
(Place full address where the document was signed)

(Signature owner/Director/Company Secretary)

Taken and acknowledged

(Date)

This _____ Day of _____, 20 _____)
Before me:- _____)

Place Justice
of the Peace /
Notary Seal

Signature Justice of the Peace for the Parish of:

Or Notary Public

FIRST SCHEDULE, *contd.*FORM A(i), *contd.*

DECLARATION FORM 2

DECLARATION UNDER THE VOLUNTARY DECLARATIONS ACT SECTION 7

IN THE MATTER of
the Public Procurement Act.AND WITH RESPECT TO
COMPANY/BUSINESS INFORMATIONI, _____, do solemnly and sincerely declare as follows:
(Name(s) of owner or director or company secretary)That I am _____ years of age and have my true place of abode at _____
(Postal address of person(s) above)in the parish of _____ and I am the _____
(Description and relationship to business/company)-(owner/director/company secretary)and I am duly authorised to make this declaration on behalf of _____
(Name of business/company)

Please state whether in five (5) years immediately preceding this application, any of the applicant's

a) Partners, Directors, Company Secretary or Manager thereof –

i. Has been convicted of an offence under the Public Procurement Act or its Regulations;
Yes [] No [] If yes, state details:

ii. Has been convicted of an offence or has committed a breach under any relevant enactment [The Companies Act, Proceeds of Crime Act, Larceny Act], or any Statutory or Common Law offence Involving fraud, misuse or misappropriation of funds, theft, money laundering, breach of fiduciary duty, bribery, public health, consumer protection, trade (including securities); or any offence or breach of a product, service, professional or occupational safety standard.

Yes [] No [] If yes, state details:

b) Has been found in breach of the terms of any licence, permit or approval necessary for its business operation;

Yes [] No [] If yes, state details:

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

c) In the case of a company whether-

- i. A resolution was passed for voluntary winding up or an order has been made by a court of competent jurisdiction for its winding up.

Yes [] No [] If yes, state details:

Date of resolution: _____

Other details: _____

- ii. A receiver has been appointed to manage the company's affairs.

Yes [] No [] If yes, state Date of Appointment: _____

Name of Receiver Appointed: _____

I declare that I have carefully read the application form of _____
(Name of business/company)

which this said Declaration is a part thereof. And that the facts set forth in the application of Public Procurement Commission Approved Suppliers for inclusion in the Registrar of Public Sector Works Grades 1 - 4 Suppliers are based on my personal knowledge or information obtained from the files of

_____ to which I have full access.
(Name of business/company)

AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Voluntary Declarations Act.

Sworn to at: _____
(Place full address where the document was signed)

(Signature owner/Director/Company Secretary)

Taken and acknowledged

This _____ Day of _____, 20 _____)
Before me:- _____)

(Date)

Place Justice
of the Peace /
Notary Seal

Signature Justice of the Peace for the Parish of:
Or Notary Public

FIRST SCHEDULE, *contd.*FORM A (i), *contd.*

FORM A (ii)

PUBLIC PROCUREMENT COMMISSION
(PPC)**REGISTER OF PUBLIC PROCUREMENT SUPPLIER OF WORKS
(ARTISANS) GRADES****APPLICATION FORM Regulations 3(i)(a)(ii)**

Name of Applicant: _____

Type of Application: (please indicate)

☐ New Registration
☐ Renewal of Registration
☐ Additional Category (ies)
PPC Registration No. _____

FIRST SCHEDULE, *contd.*

FORM A(ii)

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS) REGULATIONS, 2019
(Regulations 3, 4 and 6)

*Application for Registration of Supplier of Works (Artisans) or
Renewal Thereof*

SECTION A **TO BE COMPLETED BY ALL APPLICANTS**

1. What is the Name of the Applicant to be included on the Register:

2. Address of the applicant:

Address 1 _____

Address 2 _____

City _____

Parish / State / Province _____

Country _____

3. Telephone No. and Contact Information for the Applicant:

| | | | | |
|---------------|------------|------|---------------|---------------------------|
| Telephone No. | Mobile No. | Fax. | Email Address | Website (where available) |
|---------------|------------|------|---------------|---------------------------|

4. Contact person (other than applicant) _____ 5. Contact Telephone: _____

6. Taxpayer Registration Number _____

7. Evidence of Tax Compliance Yes [] No []

8. TCC Reference Number: _____

SECTION B **TO BE COMPLETED BY ALL APPLICANTS**

Please state (✓) the Category(ies) of works for which you wish to be registered:

- | | | | |
|-----------------------------------|---|-------------------------------------|--|
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Air -Conditioning | <input type="checkbox"/> Carpentry | <input type="checkbox"/> Painting |
| <input type="checkbox"/> Welding | <input type="checkbox"/> Drywall Construction | <input type="checkbox"/> Joinery | <input type="checkbox"/> Tile Laying |
| <input type="checkbox"/> Masonry | <input type="checkbox"/> Upholstering | <input type="checkbox"/> Electrical | <input type="checkbox"/> Auto Mechanic |

PLEASE PROVIDE DOCUMENTARY PROOF(COPIES OF CERTIFICATES ETC.) OF COMPETENCE FOR EACH CATEGORY YOU APPLY FOR

- | | | | |
|------|--|---------|--------|
| i. | Were you on the former GOVERNMENT CONTRACTS COMMITTEE (GCC) Grade D register before January 1, 2000? | Yes [] | No [] |
| ii. | Were you born before December 31, 1955? | Yes [] | No [] |
| iii. | Do you have a certificate of competence from the HEART Trust/NTA? | Yes [] | No [] |
| iv. | Do you have any other certification of competence from any other institution? | Yes [] | No [] |

Please provide details of certifications obtained

[illegible]

FIRST SCHEDULE, *contd.*FORM A (ii), *contd.*

DECLARATION OF LEGAL STANDING

Please state whether in the three (3) years immediately preceding this application,

a) the applicant -

- i. Has been convicted of an offence under the Public Procurement Act or its regulations;

Yes [] No [] If yes, state details:

- ii. Has been convicted of an offence or has committed a breach of the Companies Act, Proceeds of Crime Act, Corruption Prevention Act, Parliament (Integrity of Members) Act, Larceny Act or any Statutory or Common Law offence involving fraud, misuse or misappropriation of funds, theft, money laundering, breach of fiduciary duty, bribery, public health, consumer protection, trade (including securities); or any offence or breach of a product, service, professional or occupational safety standard.

Yes [] No [] If yes, state details:

- b) Has been found in breach of the terms of any licence, permit or approval necessary for its business operation;

Yes [] No [] If yes, state details:

- c) Has been declared bankrupt

Yes [] No [] If yes, date of resolution:

Other details:

SIGNATURE:

I hereby certify to the best of my knowledge and belief, the information in this application is true and correct.

Signature: _____

Date: _____

Witness by:

Name: _____

Signature: _____

Date: _____

FIRST SCHEDULE, *contd.*FORM A (ii), *contd.*

FORM B

PUBLIC PROCUREMENT COMMISSION (PPC)**REGISTER OF APPROVED SUPPLIER OF GOODS AND GENERAL
SERVICES (OTHER THAN CONSULTING SERVICES)****APPLICATION FORM Regulations 3(1) (b)**

Name of Applicant: _____

- ☐ New Registration
- ☐ Renewal of Registration
- ☐ Change of classification
- ☐ Additional Category (ies)

PPC Registration No. _____

FIRST SCHEDULE, *contd.*

FORM B

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF SUPPLIERS) REGULATIONS, 2019

*(Regulations 3, 4 and 6)**Application for Registration of Supplier to Offer Goods or Services or Renewal Thereof*

The following original documents along with a photocopy of each or a photocopy of same duly stamped, signed and dated by a Justice of the Peace/ Notary Public must be submitted with the completed application form. The asterisk (*) indicates where the specified document is required:

| Documents | Original (Please tick) | Certified Copy (Please tick) | New Registration | Renewal of Registration | Additional Category | Overseas Applicants | For Official Use |
|--|---------------------------|------------------------------------|------------------|---|---|--|------------------|
| G.C.T. Certificate of Registration OR G.C.T. Status letter from the Tax Administration of Jamaica (for Applicants with "Registered Persons" tax status) | | | * | (Only if previous certificate was issued on a temporary basis) * | (Only if previous certificate was issued on a temporary basis) * | N/A | |
| Evidence of current Tax Compliance | | | * | * | * | Notarized equivalent document in own country | |
| Company's Certificate of Incorporation OR Business Name Registration | | | * | (Only if previous one has expired since date of previous application) * | (Only if previous one has expired since date of previous application) * | Document must be notarized | |
| Company's Office of Jamaica Status letter indicating the current Directors and Company Secretary | | | * | * | * | Notarized equivalent document in own country | |
| Certificates / Licenses / Letters of Approvals from Relevant Regulating Agencies/ Academic Certificates (Please see required documentation by category for guidance) | | | * | * | * | Document must be notarized | |
| Two written Trade References | | | * | * | * | * | |
| Company Profile | | | * | * | * | * | |
| Directors and Key Personnel Current Resumes | | | * | * | (If previous resume was submitted more than six months before) * | * | |
| Letters of permission / no conflict of interest | | | * | * | (If previous letter was submitted more than six months before) * | * | |

FIRST SCHEDULE, *contd.*FORM B, *contd.*

PUBLIC PROCUREMENT COMMISSION
APPLICATION FOR REGISTRATION AS AN APPROVED SUPPLIER
 Please complete this application form in BLOCK CAPITALS

1. Registered Business name of applicant: _____

2. Registered Business Address:

Address line 1: _____

Address line 2: _____

City: _____

Parish/State/Province: _____

Country: _____

3. Mailing Address:

Address line 1: _____

Address line 2: _____

City: _____

Parish/State/Province: _____

Country: _____

4. Branch Office (s) Address

Address line 1: _____

Address line 2: _____

City: _____

Parish/State/Province: _____

Country: _____

5. Legal structure of the Applicant: Sole Proprietorship ☐ Partnership ☐ Limited Liability Company ☐ Corporation/Incorporation ☐
 Friendly Society ☐ Other ☐ Please state: _____6. Applicant has Jamaican Business Registration: Y ☐ N ☐ 7. Other Country of registration (please state): _____

8. Jamaican Business Registration No.: _____ 9. Date of Initial Registration: _____

10. Date of current registration (Jamaican Sole trader/ Partnership only): _____

11. Other Country Business Registration No.: _____ 12. Date of Initial Registration: _____

13. Tax Registration Number (TRN): _____ 14. Tax Compliance Reference Number: _____

15. General Consumption Tax (GCT) Registration No.: _____ 16. No. of Years in Business: _____

Telephone number and contact information for the Applicant

17. Telephone No.: () _____ Fax: _____ Mobile No.: () _____

18. Email Address: _____

19. Website Address: _____

20. Contact Person: _____ 21. Contact Person Telephone Number: _____

22. Names & Titles of Principal owner(s) / Director(s) (Please use additional sheet if required) (Current resumes and a signed Declaration Form (see attached) must be completed for each individual)

| | Name | Position | Tax Registration Number (TRN) | Telephone Number | Mobile Telephone number | Email address |
|---|------|----------|--|---------------------|-------------------------------|---------------|
| 1 | | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |

FIRST SCHEDULE, *contd.*FORM B, *contd.*

23. Is the Applicant's Business Insured? Yes [] No []

23a. If yes, please state the name the Insurance Company: _____

| Name of contact person and position | Contact No | Branch | Address |
|-------------------------------------|------------|--------|---------|
| | | | |

State the name(s) of financial institutions that the PPC may contact to provide references:

24. Name (s) of Financial Institution/Bankers _____

| Name of contact person | Contact Person Position | Contact Person Telephone Number | Contact Person Mobile Telephone number | Contact Person Email address | Branch | Address |
|------------------------|-------------------------|---------------------------------|--|------------------------------|--------|---------|
| | | | | | | |
| | | | | | | |

25. References

State the name and address of at least two (2) business entities to which the applicant has previously provided services/goods (Government Departments may be included).

| Name of Business | Contact No | Contact Person | Address | No. of years of association with referee |
|------------------|------------|----------------|---------|--|
| | | | | |
| | | | | |
| | | | | |

Change of business name

26. How many years has the applicant operated as an approved supplier of goods and services under its current business name: _____

27. Original business name: _____ 28. Date of original business name registration: _____

29. Other business name: _____ 30. Date of other business name registration: _____

31. Other business name: _____ 32. Date of other business name registration: _____

FIRST SCHEDULE, *contd.*FORM B, *contd.***PUBLIC PROCUREMENT COMMISSION**
APPLICATION FOR REGISTRATION AS AN APPROVED SUPPLIER**COMPANY PROFILE FORM**

PPC Registration No. : _____ Date of Application: _____

1) Registered Name of Applicant: _____

2) Head Office Address: _____

3) No. of Branches: _____ 4) No. of Employees: _____

5) No. of Full-Time Employees: _____ 6) No. of Part-time Employees: _____

7) Description of the Applicant's Organization/Management Structure: _____

_____8) Name of Associated/Affiliated Companies: _____

9) Average Annual Sales: \$ _____

10) Description of areas of specialization for each category applied for: _____

11) No. of years' experience in providing service/goods for each category:

a. Category: _____ years in category: _____

b. Category: _____ years in category: _____

c. Category: _____ years in category: _____

d. Category: _____ years in category: _____

12) List names of key customers: _____

FIRST SCHEDULE, *contd.*FORM B, *contd.***TECHNICAL STAFF** (The page should be completed for each technical staff being used to support this application)**Technical Staff**

Individuals with expert training and experience, who will provide support with respect to categories that require key technical staff and at the time of application, have a formal working relationship with the Applicant in a capacity such as Consultants, Full-time or Part-time staff.

General Instructions:

- i. Provide all applicable information as this may better demonstrate capacity to perform in the category.
- ii. Attach detailed and updated resume to the Application Form for EACH Technical Staff member submitted.
- iii. Attach Academic Qualification(s) and / or Professional Association Certificate(s) / Licence(s).

Name of Individual: _____ No. Years with Applicant: _____

Number of years practicing in profession: _____

Complete the tables below regarding experience in EACH category of service for which registration is being applied for.

Academic Qualification

| Accrediting Institution | Academic/Professional Qualification (Cert/Dip/Bsc, Ma., Msc.) | Major Discipline | Year Qualified |
|-------------------------|---|------------------|----------------|
| | | | |
| | | | |
| | | | |

Experience

| Category Applied for (Last name of category) | No. of Years Experience in this Category of Work | Position Held |
|---|---|---------------|
| | | |
| | | |
| | | |

FIRST SCHEDULE, *contd.*FORM B, *contd.*

I, _____ (Name of Staff member) hereby solemnly declare that I am currently employed to _____ (Name of Supplier of Applicant seeking registration with PPC). My current employment status with the referenced applicant as at _____ Date (DD/MM/YYYY) is in a _____ (Please tick) ☐ Full Time ☐ Part Time ☐ Contractual ☐ Other _____ (please specify) capacity for registration with the Public Procurement Commission (PPC).

_____ (Name of Staff member) hereby solemnly declare that all representation / information made in my attached updated resume best describes myself, qualifications and experience to the best of my knowledge. I have provided said PPC Applicant with my particulars which include(s):

(Please tick) ☐ Update Resume ☐ Academic Qualification(s) ☐ Certificate(s) ☐ Licence(s)

Signature _____ (Staff member's Signature) Signature _____ (Director's / Authorized representative's Signature)
 Date _____ (DD / MM / YYYY) Date _____ (DD / MM / YYYY)

Equipment/Tool Listing Form

FORM B, *contd.*[illegible]

*Key: e – excellent; g – good; f – fair; p – poor

FIRST SCHEDULE, *contd.*

FORM B, *contd.*

GOVERNMENT OF JAMAICA
PUBLIC PROCUREMENT COMMISSION

Approved Supplier Agreement Terms and Conditions

This Agreement is between the Government of Jamaica (hereinafter called "GOJ") and suppliers of goods and general services – (hereinafter called "suppliers")

1. The Supplier agrees that in order to participate in procurement proceedings, he/she must qualify by meeting such criteria as stipulated by GOJ for registration as an approved supplier.
2. For businesses registered and licensed to operate in Jamaica, the Supplier shall provide evidence of tax compliance at the time of application for registration.
3. The Supplier may be suspended from the registration process, if it is found that the information submitted concerning the qualifications of said supplier was falsified. In the event of a repeat of this occurrence the supplier may be permanently struck from the register. GOJ shall incur no liability in this regard.
4. The Supplier shall not offer to government personnel any gratuity, gift, favour, entertainment, loan or anything of monetary value, which may be construed as given in exchange for a government contract or in influence of government procurement transactions. A Supplier found to be engaging in such practices may be suspended from the registration process.
5. Any Director/Owner of this business enterprise who also holds a Public Service Office has, in accordance with the Public Bodies Management and Accountability Act appropriately declared his/her interest or sought and gained permission to operate as a Director of this business enterprise from the Office of the Services Commission or the Office of the relevant Permanent Secretary.
6. GOJ reserves the right to ensure that goods and services being offered meet stipulated requirements. In the foregoing regard, the GOJ shall not be precluded from performing further inspections and tests for the purpose of this registration process. Non-conforming goods and services shall be rejected. GOJ shall incur no liability in this regard.
7. The supplier in executing this agreement represents that it has examined all applicable laws.
8. This agreement is governed and construed in accordance with the Public Procurement Act and Regulations and in general by the Laws of Jamaica.
9. I agree that Officers or Agents of the Public Procurement Commission for the purpose of this registration will be allowed to examine my products, saleable goods, factories, and places of business in Jamaica, which are used in manufacturing, assembling, and storing of the goods or services offered for sale. I give permission for such officials to make contact with my bankers and references.

I _____, representing _____
Authorized Representative *Applicant's Name*

of _____ hereby indicate
Business Address

Understanding of and agreement to the foregoing terms and conditions of registration by signing in the space provided below.

Signature of Authorized Representative

Date _____

PART II
Works

Factors for Assessment of Classification

[illegible]

| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
|---|--------------------------------------|--|--------------------|---|---|---|---|---|--|--------------------------------------|--|
| | | | P | T | S | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| <p><i>Eligible to make tender on contract of value not exceeding—</i></p> | | | | | | | | | | | |
| 2 | 75,000 | 6 | 2 | 2 | 2 | 5 | 5 | 5 | 24,000 | 5,250 | 6,000 |
| 3 | 24,000 | 4 | 1 | 2 | 2 | 5 | 5 | 5 | 12,000 | 1,680 | 1,920 |
| 4 | 12,000 | 0 | 1 | 1 | 2 | 3 | 3 | 4 | 0,250 | 0,840 | 0,960 |
| <p>General Road Works</p> | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 2 | 2 | 2 | 7 | 5 | 5 | 75,000 | 10,500 | 12,000 |

[illegible]

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| <i>Specialization of Works</i> | | | <i>Factors for Assessment of Classification</i> | | | | | | | | | |
|--|--------------------------------------|--|---|-------------------------------|---|--|-------------------------------------|---------------------------------------|-------|--------------------|-------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | 3. Current Ratio=1 | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | | | 1. Fixed Assets in Excess of (J\$M) | 2. Current Assets in Excess of (J\$M) | | | | |
| | | | P | T | S | P | T | S | | | | |
| <i>Eligible to make tender on contract of value not exceeding—</i> | | | | | | | | | | | | |
| Industrial Maintenance | | | | | | | | | | | | |
| The maintenance and repair of existing process and pressure piping systems, electrical systems, instrumentation devices, and HVAC systems and necessary and incidental work. | | | | | | | | | | | | |
| 3 | 12.000 | 4 | 1 | 2 | 1 | 2 | 3 | 3 | 4.000 | 0.840 | 0.960 | |
| 4 | 4.000 | 0 | — | 2 | 2 | — | 3 | 3 | 0.250 | 0.280 | 0.320 | |

SECOND SCHEDULE, *contd.*PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--|-------------------------------|---|---|---|--|---------------------------------------|-----------------------|-------|-------|
| | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | | Financial Requirement | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | 1. Fixed Assets in Excess of (J\$M) | 2. Current Assets in Excess of (J\$M) | 3. Current Ratio:=1 | | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Road Maintenance Works | 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 |
| The filling of cracks and voids in existing asphaltic surfaces. | | | | | | | | | | | | |
| | 2 | 50,000 | 6 | 1 | 2 | 2 | 4 | 3 | 3 | 12,000 | 3,500 | 4,000 |
| The installation of pre-cast bumpers, traffic signs, non-electrical markers and striping of the surfaces. The | | | | | | | | | | | | |
| | 3 | 12,000 | 4 | 1 | 2 | 2 | 4 | 3 | 4 | 4,000 | 0,840 | 0,960 |

3. Current Ratio:=1

[illegible]

| | | | Staff Requirement* | | | | | | In last 10 Years | | Financial Requirement | |
|--|--------------------------------------|--|--------------------|---|---|-------------------------------|---|---|-------------------------------------|--------------------------------------|--|-------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Completed Projects | | | Min. No. of Years in Industry | | | 2 Projects Each in Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | |
| | | | P | T | S | P | T | S | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Interior Construction Works | 1 | No contract value limit | 8 | — | 1 | 3 | — | 2 | 3 | 50,000 | 5,250 | 6,000 |
| The installation, taping and finishing of wall-board, sheeting and suspended ceilings | 2 | 50,000 | 6 | — | 1 | 3 | — | 2 | 3 | 12,000 | 3,500 | 4,000 |
| made of gypsum or other suitable materials for non-structural partitioning. The fabrication, | 3 | 12,000 | 4 | — | 1 | 2 | — | 2 | 3 | 4,000 | 0,840 | 0,960 |

[illegible]

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--------------------|--|---|-------------------------------|---|---|---|--------------------------------------|--|---------------------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | Completed Years 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | Min. No. of Staff | | | Min. No. of Years in Industry | | | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio:=1 | |
| | | | P | T | S | P | T | S | | | | | |
| | | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | | |
| Landscaping | | | | | | | | | | | | | |
| 1 | No Contract value limit | 8 | 1 | 2 | 2 | 5 | 3 | 5 | 50.000 | 5.250 | 6.000 | | |
| The grading and preparation of plots of land for horticulture. | | | | | | | | | | | | | |
| 2 | 50.000 | 6 | 1 | 1 | 2 | 5 | 3 | 5 | 12.000 | 3.500 | 4.000 | | |
| The planting and maintenance of lawns, gardens and all types of vegetation including the construction, assembling, installation and repair of systems for land- | | | | | | | | | | | | | |
| 3 | 12.000 | 4 | — | 2 | 2 | — | 2 | 4 | 4.000 | 0.840 | 0.960 | | |
| 4 | 4.000 | 0 | — | 2 | 2 | — | 2 | 2 | 0.250 | 0.280 | 0.320 | | |

| | | Staff Requirement* | | In last 10 Years | | Financial Requirement | |
|---|-------------------------|--|-------------------|-------------------------------|---|--------------------------------------|--|
| | | Minimum No. of Years in Business as a Supplier | Min. No. of Staff | Min. No. of Years in Industry | Completed 2 Projects Each in Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| Contract Value Limit of Grade (J\$M) | Grade | | | | | | |
| | | | P T S P T S | | | 3. Current Ratio: = 1 | |
| <p><i>Eligible to make tender on contract of value not exceeding—</i></p> | | | | | | | |
| <p>scape drainage and irrigation and the control of soil erosion.</p> | | | | | | | |
| <p>Painting and Decorative Finishes</p> | | | | | | | |
| <p>The application of any type of paint, varnish, shellac, stain, protective coatings and wax. The attachment of any type</p> | | | | | | | |
| 1 | No Contract value limit | 8 | - 2 1 - 3 3 | 75,000 | 5,250 | 6,000 | |
| 2 | 50,000 | 6 | - 2 1 - 3 3 | 24,000 | 3,500 | 4,000 | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--|----------------------|----------|----------------------------|--------------------------------------|--|---|--------------------|--------|--------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | Completed Years In last 10 | Financial Requirement | | | 3. Current Ratio=1 | | |
| | | | Min. No. of Staff | Min. No. of Industry | Years in | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| of papers, fabrics and plastics to the surfaces, buildings and their appurtenances. | 3 | 12,000 | 4 | — | 2 | 1 | — | 3 | 3 | 12,000 | 0.840 | 0.960 |
| | 4 | 4,000 | 0 | — | 1 | 1 | — | 2 | 2 | 0.250 | 0.280 | 0.320 |
| Bridge Construction The installation, construction, alteration and repair of bridges which are fabricated of steel, masonry, concrete or | 1 | No contract value limit | 8 | 2 | 2 | 2 | 7 | 5 | 5 | 75,000 | 10,500 | 12,000 |
| | 2 | 75,000 | 6 | 2 | 2 | 2 | 5 | 5 | 5 | 24,000 | 5,250 | 6,000 |

PART II, *contd.*
Works

Factors for Assessment of Classification

| Eligible to make tender on contract of value not exceeding— | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
|---|--|---|--------------------|---|---|---|---|---|--|---|---|
| | | | P | T | S | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| 3 | 24,000 | 4 | 1 | 2 | 2 | 5 | 5 | 5 | 16,000 | 1,680 | 1,920 |
| 4 | 16,000 | 0 | 1 | 1 | 2 | 3 | 3 | 4 | 0.250 | 1,120 | 1,280 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | | |
|--|--------------------------------------|--|--|---|---|-------------------------------|---|---|-------------------------------------|--------------------------------------|--|--|---------------------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | Completed Years | | Financial Requirement | | 3. Current Ratio:=1 |
| | | | Min. No. of Staff | | | Min. No. of Years in Industry | | | 2 Projects Each in Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | |
| | | | P | T | S | P | T | S | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | | |
| Systems Building | | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 1 | 3 | 3 | 5 | 3 | 5 | 75,000 | 10,500 | 12,000 | | |
| 2 | 75,000 | 6 | 1 | 3 | 3 | 5 | 3 | 3 | 50,000 | 5,250 | 6,000 | | |
| 3 | 50,000 | 4 | 1 | 3 | 3 | 5 | 3 | 3 | 10,000 | 3,500 | 4,000 | | |
| 4 | 10,000 | 0 | 1 | 2 | 3 | 3 | 3 | 3 | 0,250 | 0,700 | 0,800 | | |
| The fabrication, fitting, assembling, placement and installation of pre-manufactured units, modular parts and their appurtenance, fabricated of steel, masonry, concrete or other suitable materials, for the erection of residential or commercial buildings. | | | | | | | | | | | | | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--------------------|-------------------------------|---|---|---|--|-------------------------------------|---------------------------------------|-------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | Completed Years 2 Projects Each in Excess of (J\$M) | Financial Requirement | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of (J\$M) | 2. Current Assets in Excess of (J\$M) | |
| | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | |
| Marine Engineering | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 2 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 |
| 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 16,000 | 3,500 | 4,000 |
| 3 | 16,000 | 4 | 2 | 2 | 3 | 5 | 3 | 4 | 6,000 | 1,120 | 1,280 |
| 4 | 6,000 | 0 | 1 | 1 | 2 | 4 | 2 | 3 | 0,250 | 0,420 | 0,480 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--|-------------------------------|--------------------------------------|-----------------|--|----------------------|--------|-------|-------|--|
| | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | Completed Years | Financial Requirement | | | | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | 1. Fixed Assets in Excess of: (J\$M) | | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio: =1 | | | | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Piling | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 2 | 2 | 3 | 5 | 3 | 5 | 50.000 | 5.250 | 6.000 | |
| The examination, excavation, drilling, compacting, pumping, sealing and other necessary work to construct, alter or repair piles and piers placed in the earth's subsurface to prevent structural settling and to provide adequate | | | | | | | | | | | | |
| 2 | 50.000 | 6 | 2 | 2 | 2 | 5 | 5 | 5 | 16.000 | 3.500 | 4.000 | |
| 3 | 16.000 | 4 | 2 | 2 | 3 | 5 | 3 | 4 | 6.000 | 1.120 | 1.280 | |
| 4 | 6.000 | 0 | 1 | 1 | 2 | 4 | 2 | 3 | 0.250 | 0.420 | 0.480 | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | | |
|--|--------------------------------------|--|--------------------|---|---|--|-----------------------|---|---|---------------------|-------|-------|
| | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | 3. Current Ratio:=1 | | |
| | | | P | T | S | | P | T | S | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| means to sustain or transmit the structural load to the soil or rock below. | | | | | | | | | | | | |
| Drilling | | | | | | | | | | | | |
| The application of tools and machinery for boring holes in earth, rock or other strata including the sinking of wells. | 1 | No contract value limit | 8 | — | 3 | 3 | — | 5 | 5 | 50,000 | 5,250 | 6,000 |
| | 2 | 50,000 | 6 | — | 3 | 2 | — | 4 | 4 | 12,000 | 3,500 | 4,000 |
| | 3 | 12,000 | 4 | — | 2 | 2 | — | 3 | 3 | 4,000 | 0,840 | 0,960 |
| | 4 | 4,000 | 0 | — | 1 | 2 | — | 3 | 3 | 0,250 | 0,280 | 0,320 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--------------------|------------------------|--------------------------------------|--|--|---|---------------------|-------|-------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | Completed Years 2 Projects Each in Excess of (J\$M) | Financial Requirement | | 3. Current Ratio:=1 | | |
| | | | Min. No. of Staff | Min. Years in Industry | 1. Fixed Assets in Excess of: (J\$M) | | 2. Current Assets in Excess of: (J\$M) | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | |
| Blasting | | | | | | | | | | | |
| 1 | No contract value limit | 8 | — | 3 | 3 | — | 5 | 5 | 50,000 | 5.250 | 6.000 |
| The preparation, placement and firing of explosives and explosive devices to move, | | | | | | | | | | | |
| 2 | 50,000 | 6 | — | 3 | 2 | — | 4 | 4 | 12,000 | 3,500 | 4,000 |
| modify, destroy or demolish rock or other ground stratum, man-made or natural structure either above, | | | | | | | | | | | |
| 3 | 12,000 | 4 | — | 2 | 2 | — | 3 | 3 | 4,000 | 0.840 | 0.960 |
| 4 | 4,000 | 0 | — | 1 | 2 | — | 3 | 3 | 0.250 | 0.280 | 0.320 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|-------|--------------------------------------|--|--------------------|-------------------------------|---|---|---|--|--------------------------------------|--|---------------------|
| | Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | |
| | | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio:=1 |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| below or within the land or sea. | | | | | | | | | | | | |
| Pipe Laying | 1 | No contract value limit | 8 | 1 | 2 | 2 | 5 | 3 | 4 | 50,000 | 5,250 | 6,000 |
| The fabrication, fitting, assembling, placement and installation of pipes (min. dia. 100 mm) and their appurtenances, | | | | | | | | | | | | |
| | 2 | 50,000 | 6 | 1 | 2 | 2 | 5 | 3 | 4 | 12,000 | 3,500 | 4,000 |
| | 3 | 12,000 | 4 | 1 | 1 | 2 | 4 | 3 | 4 | 4,000 | 0,840 | 0,960 |
| fabricated from cast-iron, steel, concrete or other | | | | | | | | | | | | |
| | 4 | 4,000 | 0 | — | 1 | 2 | — | 2 | 2 | 0,250 | 0,280 | 0,320 |

3. Current Ratio: =1

SECOND SCHEDULE, *contd.*PART II, *contd.*
Works*Specialization of Works**Factors for Assessment of Classification*

| Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
|--------------------------------------|--|--------------------|-------------------------------|--|--------------------------------------|--|
| | | Min. No. of Staff | Min. No. of Years in Industry | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| Grade | — | — | — | — | — | — |
| | | P | T | S | P | T |
| | | — | — | — | — | — |

3. Current Ratio: =1

Eligible to make tender on contract of value not exceeding—

suitable materials for sewers, drains, irrigation and hydraulic fluid transmission, including any related excavating, grading, trenching, backfilling, paving, surfacing and the application of protective coatings necessary to com-

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--|-------------------------------|---|---|---|----------------------------|--------------------------------------|--|-------|-------|
| | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | Completed Years In last 10 | Financial Requirement | | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| plete the laying of the pipes. | | | | | | | | | | | | |
| Electrical Works | 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 |
| The inspection, installation, alteration and repair of overhead or underground wires | 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 4 | 16,000 | 3,500 | 4,000 |
| which transmit electricity, including | 3 | 16,000 | 4 | 1 | 2 | 1 | 5 | 3 | 4 | 6,000 | 1,120 | 1,280 |

3. Current Ratio=1

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--------------------|-------------------------------|---|---|---|--|--------------------------------------|--|-------|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | |
| — | — | — | — | — | — | — | — | — | — | — | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | |
| 4 | 6,000 | 0 | 1 | 1 | 1 | 3 | 2 | 3 | 0.250 | 0.420 | 0.480 |
| the installation of poles, anchors, guys, electrical switchgear and any other necessary or incidental work, hardware, equipment or systems. The installation, alteration and repair of electrical wires, fixtures and appliances. | | | | | | | | | | | |

| Mechanical Works | The installation, alteration, replacement or repair of plumbing, internal drainage systems, process and pressure piping systems, boilers and related fittings, including any necessary and incidental work. | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
|------------------|---|--------------------------------------|--|--------------------|---|---|---|---|--------|---|-----------------------|-------------|
| | | | | P | T | S | P | T | S | | In last 10 | Requirement |
| 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 4 | 16,000 | 3,500 | 4,000 | |
| 3 | 16,000 | 4 | 1 | 2 | 3 | 5 | 3 | 4 | 6,000 | 1,120 | 1,280 | |
| 4 | 6,000 | 0 | 1 | 1 | 3 | 3 | 2 | 3 | 0,250 | 0,420 | 0,480 | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--|---|---|---|---|-------------------------------|-----------------------|---|--------------------------------------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | Min. No. of Years in Industry | Financial Requirement | | | |
| | | | In last 10 Years | | | | | | Assets in Excess of: | | | |
| | | | P | T | S | P | T | | S | Completed 2 Projects Each in Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Elevator, Escalator and Moving Walkways | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| The installation of elevators, escalators, dumb waiters and equipment for the transport of people vertically and horizontally, conveyors for the transport of | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | |
| 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 16,000 | 3,500 | 4,000 | |
| 3 | 16,000 | 4 | 1 | 2 | 3 | 4 | 3 | 4 | 6,000 | 1,120 | 1,280 | |
| 4 | 6,000 | 0 | 1 | 1 | 2 | 3 | 3 | 4 | 0,250 | 0,420 | 0,480 | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | | | |
|---|---|--|--|--------------------|-------------------------------|------------------|--------------------------------------|--|----------------------------|-----------------------|-------|-------|--|
| | | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | Completed Years In last 10 | Financial Requirement | | | |
| | | | | Min. No. of Staff | Min. No. of Years in Industry | Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | 3. Current Ratio:=1 | | | |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | | |
| freight, including the preparation of the structure and any other work, systems and equipment incidental or supplemental. | | | | | | | | | | | | | |
| Heating, Ventilation, Air-Conditioning and Refrigeration | 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| The construction, erection, fabrication and | 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 16,000 | 3,500 | 4,000 | |

[illegible]

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | | |
|---|--------------------------------------|--|--------------------|---|---|---|--|--------------------------------------|--|---------------------|-------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | 3. Current Ratio:=1 | | |
| | | | P | T | S | P | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Instrumentation | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 16,000 | 3,500 | 4,000 | |
| 3 | 16,000 | 4 | 1 | 2 | 3 | 5 | 3 | 4 | 6,000 | 1,120 | 1,280 | |
| 4 | 6,000 | 0 | 1 | 1 | 3 | 3 | 2 | 3 | 0,250 | 0,420 | 0,480 | |
| and any necessary and incidental work. | | | | | | | | | | | | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | | | |
|--------------------------------|--|-------|--|--|--------------------|---|---|---|--------|--|-----------------------|--------------------------------------|---------------------|--|
| Information Technology Systems | The installation, configuration, assembly, extension, alteration and repair of computer hardware and peripherals, including network cabling and installation and any | Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | 3. Current Ratio:=1 | |
| | | | | | P | T | S | P | T | | S | 1. Fixed Assets in Excess of: (J\$M) | | 2. Current Assets in Excess of: (J\$M) |
| | | | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 1 | 2 | 3 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | | | |
| 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 16,000 | 3,500 | 4,000 | | | |
| 3 | 16,000 | 4 | 1 | 2 | 3 | 3 | 3 | 5 | 6,000 | 1,120 | 1,280 | | | |
| 4 | 6,000 | 0 | 1 | 1 | 3 | 3 | 3 | 5 | 0,250 | 0,420 | 0,480 | | | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--|-------------------------------|--|-----------------------|-------|--------------------------------------|--|--------------------|--|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio=1 | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| other necessary and incidental work. | | | | | | | | | | | | |
| Medical Equipment | No contract value limit | 8 | — 2 | 1 — | 3 3 | 50,000 | 5,250 | 6,000 | | | | |
| The installation, maintenance and repair of medical, sterilization and laboratory equipment including any necessary and incidental work. | | | | | | | | | | | | |
| 1 | | | | | | | | | | | | |
| 2 | 50,000 | 6 | — 2 | 1 — | 3 3 | 12,000 | 3,500 | 4,000 | | | | |
| 3 | 12,000 | 4 | — 2 | 1 — | 3 3 | 4,000 | 0,840 | 0,960 | | | | |
| 4 | 4,000 | 0 | — 1 | 1 — | 2 2 | 0,250 | 0,280 | 0,320 | | | | |

SECOND SCHEDULE, *contd.*PART II, *contd.*
Works*Specialization of Works**Factors for Assessment of Classification*

| | | | Staff Requirement* | | | | | In last 10 | Financial Requirement | |
|--|--|--|--------------------|--|-------------|--|-------------|------------------------------|-----------------------|---------------------------------|
| | | | Years | | Completed | | 2 Projects | 1. Fixed Assets in Excess of | | 2. Current Assets in Excess of: |
| | | | Each in | | Excess of | | (J\$M) | (J\$M) | | (J\$M) |
| | | | Min. No. of | | Min. No. of | | Min. No. of | Min. No. of | | Min. No. of |
| | | | Supplier | | Supplier | | Supplier | Supplier | | Supplier |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
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| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | S | | S | S | | S |
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| | | | P | | T | | P | T | | P |
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| | | | P | | T | | P | T | | P |
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| | | | P | | T | | P | T | | P |
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| | | | S | | S | | S | S | | S |
| | | | P | | T | | P | T | | P |
| | | | S | | | | | | | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | | | |
|--|---|--------------------------------------|--|--------------------|---|---|---|---|---|--|-----------------------|--------------------------------------|--|--|
| | | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | | Min. No. of Staff | P | T | S | P | T | | S | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | |
| | | | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | | | |
| Steel Erection | 1 | No contract value limit | 8 | 1 | 2 | 4 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 | | |
| The erection, assembly, fitting of steel shapes and plates to be used as structural members | 2 | 50,000 | 6 | 1 | 2 | 3 | 5 | 3 | 5 | 12,000 | 3,500 | 4,000 | | |
| during the construction of structures for the support, shelter or enclosure of persons, animals or goods ex- | 3 | 12,000 | 4 | 1 | 2 | 3 | 4 | 3 | 4 | 4,000 | 0,840 | 0,960 | | |
| | 4 | 4,000 | 0 | — | 1 | 3 | — | 3 | 3 | 0,250 | 0,280 | 0,320 | | |

3. Current Ratio=1

[illegible]

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--------------------|---|---|-------------------------------|---|---|--|--------------------------------------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
| | | | Min. No. of Staff | | | Min. No. of Years in Industry | | | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | |
| 3 | 12,000 | 4 | 1 | 2 | 3 | 4 | 3 | 4 | 4,000 | 0.840 | 0.960 |
| 4 | 4,000 | 0 | — | 1 | 3 | — | 3 | 3 | 0.250 | 0.280 | 0.320 |
| cept reinforcing bars. The selection, cutting assembly, fabrication shaping and forging of sheet, rolled or cast metal to be used in a non-structural manner as ducts, flashings gutters, metal windows and doors, architectural | | | | | | | | | | | |

3. Current Ratio=1

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

*Specialization of Works**Factors for Assessment of Classification*

| Specialization of Works | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | |
|--|--------------------------------------|--|--------------------|-------------------------------|---|---|---|--|--------------------------------------|--|
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) |
| treatment, ornamental decoration or security of structures. | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Tank Erection | | | | | | | | | | |
| The fabrication, placement and erection of structural tanks for the retention of fluids, solids and gases either | | | | | | | | | | |
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Eligible to make tender on contract of value not exceeding—

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--------------------------------------|--|--|-------------------------------|---|--|--------------------------------------|--|---------------------|--------|-------|-------|
| | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio:=1 | | | |
| | | | P | T | S | P | T | S | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| above or below the ground, including any associated work necessary for the placement and erection of the tank. | 4 | 4,000 | 0 | — | 1 | 2 | — | 2 | 2 | 0.250 | 0.280 | 0.320 |
| Sandblasting The treatment of surfaces by use of equip- | 1 | No contract value limit | 8 | — | 2 | 1 | — | 3 | 3 | 50,000 | 5,250 | 6,000 |

Works

Factors for Assessment of Classification

| Staff Requirement* | | | | | | | | | | Financial Requirement | |
|--|--|-------------------|-------------------------------|-------|-------|-------|-------|--|--------------------------------------|--|-------|
| Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Years Completed | | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | |
| | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | P | | | | T |
| Grade _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | _____ | |
| <i>Eligible to make tender on contract of value not exceeding—</i> | | | | | | | | | | | |
| 2 | 50,000 | 6 | — | 2 | 1 | — | 3 | 3 | 12,000 | 3,500 | 4,000 |
| 3 | 12,000 | 4 | — | 2 | 1 | — | 3 | 3 | 4,000 | 0,840 | 0,960 |
| 4 | 4,000 | 0 | — | 1 | 1 | — | 2 | 2 | 0,250 | 0,280 | 0,320 |
| Roofing The fabrication, installation, erection, assembly, construction, | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 1 | 2 | 2 | 5 | 3 | 5 | 50,000 | 5,250 | 6,000 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | | Factors for Assessment of Classification | | | | | | | | | |
|---|---|--------|---|--|---|---|---|---|--|-----------------------|--------------------------------------|--|--|
| alteration and repairs to roofs, roof decking and roof coverings including specialized roofing systems, made of wood, steel, concrete or other suitable materials, but excluding the construction of <i>in-situ</i> concrete roofs. | 2 | 50,000 | 6 | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | | 1 | 2 | 2 | 4 | 3 | | 4 | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | |
| | 3 | 12,000 | 4 | - | 2 | 2 | - | 2 | 4 | 4,000 | 0.840 | 0.960 | |
| | 4 | 4,000 | 0 | - | 2 | 2 | - | 2 | 2 | 0.250 | 0.280 | 0.320 | |

| Eligible to make tender on contract of value not exceeding— | Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | 3. Current Ratio:=1 | | | | |
|---|-------|--------------------------------------|--|---------------------|---|---|---|---|
| | | | | P | T | S | P | T |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--|---|---|---|---|---|--------------------------------------|--|---------------------|---|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | In last 10 | | | | | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio:=1 | |
| | | | Years | | | | | | | | | |
| | | | P | T | S | P | T | | | | | S |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | — | 1 | 3 | — | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| Signage The fabrication, installation, erection, repair and alteration of billboards and outdoor signs which are fabricated of wood, steel or other suitable materials, including the installation of any related electrical | | | | | | | | | | | | |
| 2 | 50,000 | 6 | — | 1 | 3 | — | 3 | 4 | 12,000 | 3,500 | 4,000 | |
| 3 | 12,000 | 4 | — | 1 | 2 | — | 2 | 4 | 4,000 | 0,840 | 0,960 | |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--|-------------------------------|---|---|---|--|--------------------------------------|--|----------------------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio: =1 | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| 4 | 4,000 | 0 | — | 1 | 2 | — | 2 | 2 | 0.250 | 0.280 | 0.320 | |
| wiring and any other work necessary and incidental to the construction or erection of signs. The painting of art and messages on signs. | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | — | 2 | 2 | — | 3 | 5 | 50,000 | 5,250 | 6,000 | |
| Fencing The fabrication, construction, erection, | | | | | | | | | | | | |

3. Current Ratio: =1

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|-------|--------------------------------------|--|--------------------|-------------------------------|---|--|--------------------------------------|--|---------------------|-------|-------|
| | Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | 3. Current Ratio:=1 | | |
| | | | | Min. No. of Staff | Min. No. of Years in Industry | | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| installation, assembly, alteration and repairs of fences, railings guard rails, including gates and posts made of wood, steel or other suitable materials but excluding masonry walls. | 2 | 50.000 | 6 | — | 2 | 2 | — | 3 | 4 | 12.000 | 3.500 | 4.000 |
| | 3 | 12.000 | 4 | — | 2 | 2 | — | 2 | 4 | 4.000 | 0.840 | 0.960 |
| | 4 | 4.000 | 0 | — | 1 | 2 | — | 2 | 2 | 0.250 | 0.280 | 0.320 |

SECOND SCHEDULE, *contd.*
PART II, *contd.*
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|--|--|-------------------------------|--|---|--------------------|---|---|-----------------------|--------------------------------------|--|---------------------|--------|
| | | | Staff Requirement* | | | | | Financial Requirement | | | | |
| | | | In last 10 Years | | Completed Projects | | | Requirement | | | | |
| Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Min. No. of Years in Industry | P | T | S | P | T | S | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | 3. Current Ratio:=1 | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| Road Surfacing-Asphaltic Concrete Works | 1 | No contract value limit | 8 | 3 | 2 | 7 | 5 | 3 | 5 | 75,000 | 10,500 | 12,000 |
| The excavation, grading, compacting and application of asphaltic concrete in the alteration, repair and construction of roads, streets and highways. | | | | | | | | | | | | |
| | 2 | 75,000 | 6 | 2 | 1 | 3 | 5 | 3 | 5 | 24,000 | 5,250 | 6,000 |

SECOND SCHEDULE, contd.
PART II, contd.
Works

| Specialization of Works | | | Factors for Assessment of Classification | | | | | | | | | |
|---|--------------------------------------|--|--|-------------------------------|---|---|---|--|--------------------------------------|--|--------|--|
| Grade | Contract Value Limit of Grade (J\$M) | Minimum No. of Years in Business as a Supplier | Staff Requirement* | | | | | In last 10 Years Completed 2 Projects Each in Excess of (J\$M) | Financial Requirement | | | |
| | | | Min. No. of Staff | Min. No. of Years in Industry | P | T | S | | 1. Fixed Assets in Excess of: (J\$M) | 2. Current Assets in Excess of: (J\$M) | | |
| | | | | | | | | | | | | |
| Eligible to make tender on contract of value not exceeding— | | | | | | | | | | | | |
| 1 | No contract value limit | 8 | 3 | 1 | 6 | 5 | 3 | 5 | 75,000 | 10,500 | 12,000 | |
| Road Surfacing—Double Surface Dressing Works | | | | | | | | | | | | |
| The excavation, grading, compacting and application of two layers of approved asphalt binder and chips in the alteration, repair and construction of roads and streets. | | | | | | | | | | | | |
| 2 | 75,000 | 6 | 2 | 1 | 3 | 5 | 3 | 5 | 24,000 | 5,250 | 6,000 | |
| 3. Current Ratio:=1 | | | | | | | | | | | | |

P T S P T S

3. Current Ratio: =1

Factors for Assessment of Classification

[illegible]

THIRD SCHEDULE

(Regulation 12)

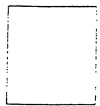
FORMA(i)

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF
SUPPLIERS) REGULATIONS, 2019
(Regulation 12)

*Public Procurement Commission Certificate of Registration and
Classification
Works*

(Regulation 12)



THIRD SCHEDULE
PUBLIC PROCUREMENT ACT
*Public Procurement (Registration and
Classification of Suppliers) Regulations
(Regulation 12)*

Registration Date: _____ Expiration Date: _____

**THE PUBLIC PROCUREMENT COMMISSION
CERTIFICATE OF REGISTRATION AND CLASSIFICATION
WORKS GRADES 1 - 4**

Certificate No: _____

This is to Certify that _____ has satisfied the requirement of the PUBLIC
PROCUREMENT COMMISSION to be included on the Government of Jamaica Approved Register in the following grades in respect of the categories specified in the schedule hereto.

SCHEDULE TO CERTIFICATE

| No. | Category | Grade | No. | Category | Grade | No. | Category | Grade | No. | Category | Grade | No. | Category | Grade | No. | Category | Grade |
|-----|----------|-------|-----|----------|-------|-----|----------|-------|-----|----------|-------|-----|----------|-------|-----|----------|-------|
| 1. | | | 8. | | | 15. | | | 22. | | | 29. | | | 36. | | |
| 2. | | | 9. | | | 16. | | | 23. | | | 30. | | | 37. | | |
| 3. | | | 10. | | | 17. | | | 24. | | | 31. | | | 38. | | |
| 4. | | | 11. | | | 18. | | | 25. | | | 32. | | | 39. | | |
| 5. | | | 12. | | | 19. | | | 26. | | | 33. | | | 40. | | |
| 6. | | | 13. | | | 20. | | | 27. | | | 34. | | | | | |
| 7. | | | 14. | | | 21. | | | 28. | | | | | | | | |

Dated this _____ day of _____ 20 ____ Signed: _____

Chairman
PUBLIC PROCUREMENT COMMISSION

THIRD SCHEDULE, *contd.*

FORMA(ii)

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF
SUPPLIERS) REGULATIONS, 2019
(Regulation 12)*Public Procurement Commission Certificate of Registration and
Classification
Works (Artisans)*

Regulation 12)

THIRD SCHEDULE
PUBLIC PROCUREMENT ACT
*Public Procurement (Registration and
Classification of Suppliers) Regulations
(Regulation 12)*

Registration Date: _____ Expiration Date: _____

**THE PUBLIC PROCUREMENT COMMISSION
CERTIFICATE OF REGISTRATION AND CLASSIFICATION
WORKS GRADE 5**

Certificate No: _____

This is to Certify that _____ has satisfied the requirement of the PUBLIC
PROCUREMENT COMMISSION to be included on the Government of Jamaica Approved Register in the following grades in respect of the categories specified in the schedule hereto.

SCHEDULE TO CERTIFICATE

| No. Category. | No. Category |
|---------------|--------------|
| 1. _____ | 7. _____ |
| 2. _____ | 8. _____ |
| 3. _____ | 9. _____ |
| 4. _____ | 10. _____ |
| 5. _____ | 11. _____ |
| 6. _____ | 12. _____ |

Dated this _____ day of _____ 20____ Signed: _____

Chairman
PUBLIC PROCUREMENT COMMISSION

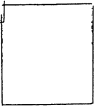
THIRD SCHEDULE, *contd.*

FORM B

THE PUBLIC PROCUREMENT ACT

THE PUBLIC PROCUREMENT (REGISTRATION AND CLASSIFICATION OF
SUPPLIERS) REGULATIONS, 2019
(Regulation 12)*Public Procurement Commission Certificate of Registration and
Classification
Goods and Services*

(Regulation 12)


 THIRD SCHEDULE
 PUBLIC PROCUREMENT ACT
*Public Procurement (Registration and
Classification of Suppliers) Regulations
(Regulation 12)*

Registration Date: _____ Expiration Date: _____

THE PUBLIC PROCUREMENT COMMISSION
CERTIFICATE OF REGISTRATION AND CLASSIFICATION
GOODS and SERVICES

Certificate No: _____

This is to Certify that _____ has satisfied the requirement of the PUBLIC
PROCUREMENT COMMISSION to be included on the Government of Jamaica Approved Register in the following grades in respect of the categories specified in the schedule hereto.

SCHEDULE TO CERTIFICATE

| No. | Category | No. | Category | No. | Category | No. | Category | No. | Category |
|-----|----------|-----|----------|-----|----------|-----|----------|-----|----------|
| 1. | _____ | 8. | _____ | 15. | _____ | 22. | _____ | 29. | _____ |
| 2. | _____ | 9. | _____ | 16. | _____ | 23. | _____ | 30. | _____ |
| 3. | _____ | 10. | _____ | 17. | _____ | 24. | _____ | 31. | _____ |
| 4. | _____ | 11. | _____ | 18. | _____ | 25. | _____ | 32. | _____ |
| 5. | _____ | 12. | _____ | 19. | _____ | 26. | _____ | 33. | _____ |
| 6. | _____ | 13. | _____ | 20. | _____ | 27. | _____ | 34. | _____ |
| 7. | _____ | 14. | _____ | 21. | _____ | 28. | _____ | 35. | _____ |

Dated this _____ day of _____ 20____ Signed: _____

Chairman
PUBLIC PROCUREMENT COMMISSION

Dated this 24th day of May, 2019

RAYMOND MCINTYRE
Chairman,
Public Procurement Commission

With the approval of

NIGEL CLARKE
Minister of Finance and the Public Service

