



**POST AND TELECOMMUNICATIONS DEPARTMENT
INVITATION TO TENDER
RENOVATIONS TO THE HOPE BAY POST OFFICE**

1. Tenders are invited for renovations to be done to the Hope Bay Post Office
Tenders are open to all Contractors who have attained the Grade 4 Level Building Construction and are registered with the National Contracts Commission (N.C.C.), and are in possession of a valid Tax Compliance Certificate (T.C.C.).

**TENDER DOCUMENTS/BILL OF QUANTITIES CAN BE PURCHASED FROM:
THE POSTMASTER AT A NON-REFUNDABLE COST OF
FIVE HUNDRED DOLLARS (\$500.00)**

**THIS WILL BE AVAILABLE AT
HOPE BAY POST OFFICE
PORTLAND**

ON WEEKDAYS AS OF SEPTEMBER 21, 2009 FROM 8:00A.M. – 4:00P.M.

2. All eligible persons should apply in writing submitting:
 - A. Proof of registration with the **National Contracts Commission**
 - B. Copy of valid **Tax Compliance Certificate**
 - C. Completed **Tender Document / Bill of Quantities**
3. The completed Tender Document / Bill of Quantities together with all required documents shall be placed in a plain envelope, sealed and clearly marked:

**RENOVATIONS – HOPE POST OFFICE
PTD PROCUREMENT COMMITTEE
CENTRAL SORTING OFFICE
SOUTH CAMP ROAD
KINGSTON**

Tenders should be deposited in the Tender Box located in the lobby of the Hope Bay Post Office no later than **12:00 NOON, FRIDAY, OCTOBER 30, 2009**. Opening of Tenders will take place in the lobby of the Hope Bay Post Office at 12:15 p.m., Friday, October 30, 2009. Bidders may attend or send a representative to the Tender Opening.

THE POSTMASTER GENERAL IS NOT OBLIGATED TO ACCEPT THE LOWEST OR ANY BID