



National Environment & Planning Agency

Request for Proposal for Consultant to Develop Dive Safety Programme

NEPA is inviting proposals from consultants to develop regulations and procedures to govern diving activities undertaken by the Agency to minimize accidental injury or occupational illness. The basic regulations and procedures for safety in scientific diving is to be clearly articulated in a Dive Safety Manual which will set forth the basic underwater diving safety policy, organization, regulations, and procedures for safety in scientific diving operations.

On completion of the consultancy, it is expected that the following will be achieved:-

- The establishment of a Dive Safety Programme
- The development of a Dive Safety Manual
- Preparation of an emergency and diver evacuation plan
- Preparation of equipment evaluation checklists.

The duration of the contract is estimated at 2 months. Bidding documents will be available for download from **June 5, 2018** on the Government of Jamaica Electronic Procurement website **www.gojep.gov.jm**. Registration instructions are available at **www.gojep.gov.jm** and all interested applicants are required to register.

This is an online Tender where tenders will only be made available and accepted via electronic Government Procurement Portal (**www.gojep.gov.jm**). No offline (hard copies) of bids will be accepted and there will be no physical tender box for drop-off of tender documents.

To participate in this tender opportunity, suppliers must first be registered on the Government of Jamaica Electronic Procurement System via the platform at **www.gojep.gov.jm**.

To register, please select the "Register as a supplier" link from the system home page.

For assistance regarding training, download of tender documents and upload of tender proposals, please contact the Ministry of Finance, Procurement and Asset Policy Unit Customer Care Desk at 876-932-5220/932-5253 or email **papucustomer@care@mof.gov.jm**.

Further information can be obtained from the Procurement Officer; Tel: 876-754-7540 or email **procurement@nepa.gov.jm**.

Bid Submission Date: Proposal must be submitted online via **www.gojep.gov.jm** no later than **2:00 p.m. Jamaica time on Thursday, June 28, 2018**.

Late proposals will be automatically rejected by the system.

Eligibility Requirement:

- A Valid Tax Compliance Certificate/Tax Compliance Letter must be submitted with proposal.