



MINISTRY OF FINANCE AND THE PUBLIC SERVICE

OFFICE OF PUBLIC PROCUREMENT POLICY

Procurement Benchmarks

Procurement Of Goods

		<i>Above 1.5M - 10M</i>	<i>Above 10M - 30M</i>	<i>Above 30M - 60M</i>	<i>Above 60M</i>	<i>Comments</i>
	BENCHMARK	47	51	96	162	
Solicitation & Advertising	PO: Solicit offer in accordance with prior notification time-frames in Third Schedule of The Public Procurement Regulations 2018	14	14	14	21	Projections are based on the utilization of the Government of Jamaica(GOJ) Electronic Procurement (GOJEP) and are the mandatory minimum time-frames for Open bidding, NCB and ICB. There is no mandatory time-frame for Restricted bidding. It is expected that there may be instances where procuring entities will exceed the mandatory minimum time-frames for prior notification.
	PO: Receive offers					
Evaluation	PO: Tender Close Process	1	1	1	1	
	PO: Tender Opening Process					
	Evaluation Committee/PO: Evaluate bids and prepare bid evaluation report	5	5	10	15	
	HoPD: Review/Approve evaluation report and send to Procurement Committee	2	2	2	2	If upon review the HOPD requires corrections, all such corrections should be made within the two days.
	Procurement Committee (PC) Review, Endorse or Reject and submit to HoPE	5	5	10	15	For Tier 2 and Tier 3 contracts, the HOPE may direct the procurement to be transmitted to the PPC for approval or endorsement without the review of the PC.
	HoPE: Review and Approve	3	3	3	3	

	or Reject Recommendation					
Contract Award Negotiation and Execution	PO: Prepare & issue stand still notification and observe stand still period	10	10	10	10	Maximum 10 days subject to entity internal protocol
	HoPD: Finalise and submit to the Public Procurement Commission (PPC) for approval/endorsement	0	0	7	7	The PE must make an accurate submission to the PPC. Please see link below: https://ppc.gov.jm/procurement-submission-checklist/
	PPC: PPC decision communicated	0	0	28	28	
	Portfolio Ministry: Prepare and upload Cabinet Submission	0	0	0	21	The PE must make an accurate submission to the Cabinet. Refer to Cabinet Submission guidelines for procurement submissions.
	Cabinet: Cabinet decision communicated to portfolio Ministry	0	0	0	21	
	Portfolio Ministry: Cabinet decision communicated to procuring entity	0	0	0	7	
	PO: Prepare and issue notification of award letters	1	1	1	1	
	Legal & PO <u>Finalise and issue contract for signing to supplier</u>	3	5	5	5	
	Supplier: Review, sign and return contract to PE	3	5	5	5	
	BENCHMARK:	47	51	96	162	



Procurement Of Non-Consulting Services

		<i>Above 1.5M - 10M</i>	<i>Above 10M - 30M</i>	<i>Above 30M - 60M</i>	<i>Above 60M</i>	<i>Comments</i>
	BENCHMARK	48	66	105	179	
Solicitation & Advertising	PO: Solicit offer in accordance with prior notification time-frames in Third Schedule of The Public Procurement Regulations 2018	14	28	28	45	Projections are based on the utilization of the Government of Jamaica (GOJ) Electronic Procurement (GOJEP) and are the mandatory minimum time-frames for Open bidding, NCB and ICB. There is no mandatory time-frame for Restricted bidding. It is expected that there may be instances where procuring entities will exceed the mandatory minimum time-frames for prior notification.
	PO: Receive offers					
Evaluation	PO: Tender Close Process	1	1	1	1	
	PO: Tender Opening Process					
	Evaluation Committee/PO: Evaluate bids and prepare bid evaluation report	3	3	7	10	
	Conduct Negotiations	3	3	5	5	
	HoPD: Review/Approve evaluation report and send to Procurement Committee	2	2	2	2	If upon review the HOPD requires corrections, all such corrections should be made within the two days.
	Procurement Committee (PC) Review, Endorse or	5	5	10	15	For Tier 2 and Tier 3 contracts, the HOPE may direct the procurement to be transmitted to the PPC for

	Reject and submit to HopE					approval or endorsement without the review of the PC.
	HoPE: Review and Approve or Reject Recommendation	3	3	3	3	
Contract Award Negotiation and Execution	PO: Prepare & issue stand still notification and observe stand still period	10	10	10	10	Maximum 10 days subject to entity internal protocol
	HoPD: Finalise and submit to the Public Procurement Commission (PPC) for approval/endorsement	0	0	7	7	The PE must make an accurate submission to the PPC. Please see link below: https://ppc.gov.jm/procurement-submission-checklist/
	PPC: PPC decision communicated	0	0	21	21	
	Portfolio Ministry: Prepare and upload Cabinet Submission	0	0	0	21	The PE must make an accurate submission to the Cabinet. Refer to Cabinet Submission guidelines for procurement submissions.
	Cabinet: Cabinet decision communicated to portfolio Ministry	0	0	0	21	
	Portfolio Ministry: Cabinet decision communicated to procuring entity	0	0	0	7	
	PO: Prepare and issue notification of award letters	1	1	1	1	
	Legal & PO Finalise and issue contract for signing to supplier	3	5	5	5	
	Supplier: Review, sign and return contract to PE	3	5	5	5	
	BENCHMARK:	48	66	105	179	

Procurement of Consulting Services

Procurement of Consulting Services						
		<i>Above 1.5M - 10M</i>	<i>Above 10M - 30M</i>	<i>Above 30M - 60M</i>	<i>Above 60M</i>	<i>Comments</i>
	BENCHMARK	49	67	106	183	
Solicitation & Advertising	PO: Solicit offer in accordance with prior notification time-frames in Third Schedule of The Public Procurement Regulations 2018	14	28	28	45	Projections are based on the utilization of the Government of Jamaica(GOJ) Electronic Procurement (GOJEP) and are the mandatory minimum time-frames for Open bidding, NCB and ICB. There is no mandatory time-frame for Restricted bidding. It is expected that there may be instances where procuring entities will exceed the mandatory minimum time-frames for prior notification.
	PO: Receive offers					
Evaluation	PO: Tender Close Process	1	1	1	1	
	PO: Tender Opening Process					
	Evaluation Committee/PO: Evaluate bids and prepare bid evaluation report	2	2	3	5	
	Conduct Negotiations	5	7	10	14	
	HoPD: Review/Approve evaluation report and send to Procurement Committee	2	2	2	2	If upon review the HOPD requires corrections, all such corrections should be made within the two days.



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	<u>Procurement Committee (PC)</u> Review, Endorse or Reject and submit to HopE	5	5	10	15	For Tier 2 and Tier 3 contracts, the HOPE may direct the procurement to be transmitted to the PPC for approval or endorsement without the review of the PC.
	<u>HoPE:</u> Review and Approve or Reject Recommendation	3	3	3	3	
Contract Award Negotiation and Execution	<u>PO:</u> Prepare & issue stand still notification and observe stand still period	10	10	10	10	Maximum 10 days subject to entity internal protocol
	<u>HoPD:</u> Finalise and submit to the Public Procurement Commission(PPC) for approval/endorsement	0	0	7	7	The PE must make an accurate submission to the PPC. Please see link below: https://ppc.gov.jm/procurement-submission-checklist/
	<u>PPC:</u> PPC decision communicated	0	0	21	21	
	<u>Portfolio Ministry:</u> Prepare and upload Cabinet Submission	0	0	0	21	The PE must make an accurate submission to the Cabinet. Refer to Cabinet Submission guidelines for procurement submissions.
	<u>Cabinet:</u> Cabinet decision communicated to portfolio Ministry	0	0	0	21	
	<u>Portfolio Ministry:</u> Cabinet decision communicated to procuring entity	0	0	0	7	
	<u>PO:</u> Prepare and issue notification of award letters	1	1	1	1	
	<u>Legal & PO</u> <u>Finalise and issue contract for signing to supplier</u>	3	3	5	5	



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Supplier: Review, sign and return contract to PE	3	5	5	5	
Benchmark:	49	67	106	183	



Procurement of Works

		<i>Above 2M - 20M</i>	<i>Above 20M - 30M</i>	<i>Above 30M - 60M</i>	<i>Above 60M- 150M</i>	<i>Above 150M</i>	<i>Comments</i>
	BENCHMARK	49	70	115	169	219	
Solicitation & Advertising	PO: Solicit offer in accordance with prior notification time-frames in Third Schedule of The Public Procurement Regulations 2018	14	28	45	45	90	Projections are based on the utilization of the Government of Jamaica(GOJ) Electronic Procurement (GOJEP) and are the mandatory minimum time-frames for Open bidding, NCB and ICB. There is no mandatory time-frame for Restricted bidding. It is expected that there may be instances where procuring entities will exceed the mandatory minimum time-frames for prior notification.
	PO: Receive offers						
Evaluation	PO: Tender Close Process	1	1	1	1	1	
	PO: Tender Opening Process						
	Evaluation Committee/PO: Evaluate bids and prepare bid evaluation report	7	10	10	15	20	
	HoPD: Review/Approve evaluation report and send to Procurement Committee	2	2	2	2	2	If upon review the HOPD requires corrections, all such corrections should be made within the two days.
	Procurement Committee (PC) Review, Endorse or Reject and submit to HopE	5	5	5	5	5	For Tier 2 and Tier 3 contracts, the HOPE may direct the procurement to be transmitted to the PPC for approval or endorsement without the review of the PC.

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	HoPE: Review and Approve or Reject Recommendation	3	3	3	3	3	
Contract Award Negotiation and Execution	PO: Prepare & issue stand still notification and observe stand still period	10	10	10	10	10	Maximum 10 days subject to entity internal protocol
	HoPD: Finalise and submit to the Public Procurement Commission(PPC) for approval/endorsement	0	0	7	7	7	The PE must make an accurate submission to the PPC. Please see link below: https://ppc.gov.jm/procurement-submission-checklist/
	PPC: PPC decision communicated	0	0	21	21	21	
	Portfolio Ministry: Prepare and upload Cabinet Submission	0	0	0	21	21	The PE must make an accurate submission to the Cabinet. Refer to Cabinet Submission guidelines for procurement submissions.
	Cabinet: Cabinet decision communicated to portfolio Ministry	0	0	0	21	21	
	Portfolio Ministry: Cabinet decision communicated to procuring entity	0	0	0	7	7	
	PO: Prepare and issue notification of award letters	1	1	1	1	1	
	Legal & PO Finalise and issue contract for signing to supplier	3	5	5	5	5	
	Supplier: Review, sign and return contract to PE	3	5	5	5	5	

	BENCHMARK:	49	70	115	169	219	
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