

**CLARIFICATION DOCUMENT #1**  
**The Procurement of an Enterprise Resource Planning System for the Regulatory Affairs Department of the Jamaica Civil Aviation Authority**  
**Request for Proposal # (2019/JCAA/07)**

A Bidder/Bidders requested clarification on the under-mentioned questions; the questions are in black and the responses from the JCAA are in **blue**. It is the JCAA's position that all Bidders must be privy to the same information to maintain transparency and fairness of the procurement process, hence us publicizing the responses to the clarifications being sought.

**Question #1**

Just to confirm with you the terms for the security under the new tender process (RFP#2019/JCAA/07):

We understand that the BANK GUARANTEE (unlike the BID BOND) does not impose a correspondent financial institution in Jamaica, as long as the issuing bank is a reputable one. Therefore, a Bank Guarantee issued by BPI (Portuguese subsidiary of Spain's Caixa Bank) will be accepted.

Is this interpretation correct?

**JCAA's response**

**Yes, your interpretation is correct.**

**Question #2**

- We will write the software prices into "Goods (group C) and the maintenance and implementation services for the standard software into "Price and Completion Schedule", right?

**JCAA's response**

**Yes, same can be done as suggested.**

**Question #3**

- What is the planned implementation period? My impression is that nothing is mentioned at all. Page 54 and 55 (List of Goods and Delivery Schedule; List of Related Services and Completion Schedule) should be prefilled with delivery schedule by procuring entity. Our can we suggest a plan? Again, we can differ between standard software delivery and the delivery schedule of the implementation project at JCAA and use both forms

**JCAA's response**

**We are recommending that a plan be suggested.**

**Question #4**

What are the details of the payment schedule? I guess normally linked to the delivery schedule....

**JCAA's response**

**Payments are usually linked with deliverables. We recommend that a proposed payment plan be proposed. please ensure that all payments are linked to deliverables.**

**Question #5**

How many staff have CAA of Jamaica

**JCAA's response**

**JCAA has 317 staff, of which 45 works in the Regulatory Affairs Division.**

**Question # 6**

How many Pilots do you have?

**JCAA's response**

**Private Pilots – 107; Students – 53; Commercial (fixed wing) – 90; Commercial (rotor craft) -17; ATP (Rotorcraft) – 13; ATP (Fixed Wing) 128; Flight Dispatcher – 5. (Total 413).**

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**Affairs Department of the Jamaica Civil Aviation Authority**  
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Question #7

How many Mechanics do you manage?

**JCAA's response:**

**We manage 195 Mechanics**

Question #8

How many Air Traffic Controllers

**JCAA's response:**

**We manage 125 Air Traffic Controllers**

Question #9

How many aircrafts are on the register

**JCAA's response:**

**8 active, and 48 in various states of de-activity**

Question #10

How many maintenance organizations are managed?

**JCAA's response**

**Three (3) maintenance organizations are managed**

Question # 11

How many AOC's

**JCAA's response**

**Seven (7)**

Question # 12

How many aerodromes

**JCAA's response**

**30 licensed and active; 35 in various stages of inactivity**

Question #13

In case the bank that is issuing the Bid Security, does not have a correspondent financial institution in Jamaica, pursuing clause 21.2.b), can the said Bid Security still be accepted for bidder's qualification purposes, assuming that the Bank has a recognised international reputation? We work with BPI - Banco Português de Investimento, the Portuguese subsidiary of Spain's CaixaBank, which reputation is irrefutable. In case that's not accepted, can you please provide indication about local banks that you consider eligible to furnish the Bid Security, so that our bank can make a "back-to-back" bank guaranty.

**JCAA's response:**

**The local bank that most International Companies use is the *Bank of Nova Scotia***

Is this the confirmation that each bidder needs a local bank for back-to-back guarantee for the bid guarantee?

**JCAA's response**

**No, A local bank is needed only if you decide to use a bid bond as a form of bid security.**