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October 31, 2008

Circular No. 38
Division: Public Expenditure Policy Coordination

Permanent Secretaries
Chief Executive Officers
Heads of Procuring Entities

Re: Increased Approval Thresholds for Public Sector Procurement

Permanent Secretaries, Heads of Departments, Chief Executive Officers and all other Heads of Entities are hereby advised that consequent upon the revision in the approval thresholds for the procurement of goods, services and works which took effect September 22, 2008, the following adjustment has been made to the provisions for limited tender effective **1st November 2008**.

Limited Tendering

The Head of Procuring Entity may approve the use of the limited tender method for contract values up to **J\$10,000,000.00**. All contracts above this value threshold will require the prior written approval of the National Contracts Commission (NCC).

The request for permission to utilize the limited tender methodology must include the selection of a minimum of three (3) contractors and the criteria for the selection.

Limited tender means a specific number of contractors is invited to bid. Procuring Entities may contact appropriately qualified contractors on the NCC register and invite them to participate in the procurement opportunity.

Procuring entities should note that the procurement procedures contained in Section 2.1.3.3 of the Handbook of Public Sector Procurement Procedures remain effective.

Permanent Secretaries, Heads of Departments, Chairmen of Boards and Chief Executive Officers are required to ensure that all Officers concerned are notified of this directive.

The directives contained in this Circular supersede all previous directives addressing this issue.

Sharon A. Crooks
Sharon A. Crooks (Mrs)
Financial Secretary

*COPY: Inspectors,
Directors,
TSD*
[Signature]
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