

Frequently Asked Questions

Q. Will all contractors have to be interviewed and evaluated before being registered?

A. All contractors applying for registration will be evaluated and some may be invited for an interview.

Q. Where can application forms be collected by contractors wishing to be registered?

A. Forms may be collected at the NCC Secretariat, 1st Floor, PIOJ Building, 16 Oxford Rd, Kingston 5. Application forms may also be downloaded from the NCC website: <http://www.ncc.gov.jm>.

Q. How many categories of works contractors are there?

A. Currently there are 32 categories in which contractors may be registered for construction works. A detailed list is printed in the application form and is also available on the website.

Q. What is the registration fee for Works Contractors?

A. The registration fee varies by Grade. For Grades 1 and 2 the registration fee is J\$60,000.00; for Grade 3, J\$30,000.00; Grade 4, J\$5,000.00 and for Grade 5 the fee is J\$1,000.00

Q. Are suppliers of goods and services required to register with the NCC if they wish to supply goods and provide services to government?

A. Yes. However, there is currently no registration fee.

Q. Is it necessary for my company to register with the NCC if the contract we are to be awarded by a government institution does not equal or exceed J\$2,000,000.00?

A. Regardless of the contract limit, you must be registered with the NCC.

Q. Is it okay for a Member of Parliament to recommend a contractor who is on the list?

A. Yes, and so can a parson, teacher, councillor or any other member of the community.



Mission of the NCC

The Mission of the National Contracts Commission is to promote efficiency in the public sector procurement process and to ensure that the award of government contracts is transparent and equitable.

In so doing, the Commission commits itself to maintaining the highest standards by registering contractors, by developing and promoting best practices for government procurement and by establishing high performance standards for contractors and suppliers of goods and services.



THE NATIONAL CONTRACTS COMMISSION

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*Promoting efficiency and ensuring transparency
in the award of government contracts*



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The National Contracts Commission

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The National Contracts Commission (NCC), was established in 1999, further to an amendment to the Contractor-General Act. It is an independent commission of Parliament.

The NCC is responsible for the registration of contractors and contract endorsements for government procurement.

The primary objectives of this commission are the promotion of efficiency in the process of award and implementation of government contracts and ensuring transparency and equity in the awarding of such contracts.

The OCG/NCC Relationship

The Office of the Contractor-General (OCG), through its Technical Services Division, is the Office that supports the NCC in the discharge of its mandates under the [Contractor-General Act](#). As the NCC's secretariat, it ensures that all of the NCC's technical, administrative and human resource services requirements are fully satisfied.

Because of its subsidiary role as a resource provider to the NCC, the OCG and hence, the [Contractor-General](#), are privy to the activities and deliberations of the NCC.

Notwithstanding, the two Commissions, viz., the Commission of the Contractor General and the NCC, are separate and distinct under the law.

When the NCC discharges its mandates under law, such as when it endorses recommendations for Government contract awards, those endorsements must in no circumstances be construed as an endorsement or approval by the Contractor-General or by the OCG.

Notwithstanding, the Contractor-General and the NCC, in the discharge of their respective statutory obligations and functions, complement the work of each other.

Functions of the NCC

The NCC, which currently convenes its meetings weekly at the premises which are occupied by the [Office of the Contractor-General \(OCG\)](#), basically attains its stated objectives by:

- Reviewing and endorsing recommendations for the award of Government contracts that are between \$10,000,001.00 and \$30,000,000.00 in value;
- Making recommendations to cabinet for the award of contracts that exceed \$30 million in value;
- Registering and classifying contractors who are desirous of tendering on Government contracts;
- Overseeing the activities of its 7 Sector Committees, through which all contract award recommendations which are intended for review by the NCC must be routed by the sponsoring Public Sector procurement Agency;
- Making recommendations to Cabinet for improving the efficiency of the procedures for the granting and implementation of Government contracts.



Sector Committees

The NCC has established 7 Sector Committees to facilitate the speedy processing of its review of Government contract award recommendations. Sector Committees examine contract proposals for works, goods and services which are above \$10 million in value. **Sector Committees do not award contracts but seek to ensure that the Government procurement procedures are complied with.**

Sector Committees have been established at:

- The Ministry of Education
- The Ministry of Health
- The Ministry of Water and Housing

- The National Works Agency
- The Port Authority of Jamaica
- The Urban Development Corporation
- The Jamaica Social Investment Fund

These entities have been chosen to host Sector Committees as they have the available resources and experience necessary to support the contract review process.

Powers of the NCC

The NCC may, by law, do anything or enter into any transaction which it considers necessary or desirable for the proper performance of its functions. The NCC may also make regulations prescribing:

- The qualifications required for the registration of contractors;
- The procedure for the submission of tenders for Government contracts;
- The requirement for contractors to enter into performance bonds;
- Competitive bidding in relation to government contracts;
- The circumstances in which the registration of contractors may be cancelled.

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