

## **PARTICIPATION INFORMATION AND ELIGIBILITY REQUIREMENTS FOR VENDORS**

### **GOJ INCENTIVE SCHEME FOR THE 'OWN YOUR OWN DEVICE' (OYOD) PROGRAMME FOR JAMAICAN STUDENTS**

#### **SECTION 1 – OYOD PROGRAMME OVERVIEW**

##### **1.1 BACKGROUND**

e-Learning Jamaica Company Limited (e-LJam) is an agency of the Ministry of Science, Energy and Technology with a mandate to promote the integration and infusion of technology in the educational system. e-LJam in partnership with the Ministry of Education, Youth and Information (MoEYI) is undertaking the implementation of a Government of Jamaica (GoJ) incentive scheme for an Own Your Own Device (OYOD) programme for Jamaican students enrolled in public institutions or approved private institutions. The programme will offer a subsidy to those students for the purchase of a tablet or laptop which will be facilitated via a voucher system implemented with the collaboration of participating ICT vendors / resellers. The programme is to ensure that approximately 36,000 students will have access to a connected device (i.e. tablet or laptop) to support the virtual learning environment, caused by the impact of the global pandemic, which resulted in the closure of schools and the restriction of teaching and learning to virtual classes since March 2020.

The MoEYI has responsibility for managing the issuance of the vouchers, payment for validly redeemed vouchers and the student application process for the vouchers under the OYOD programme. e-LJam has been tasked with management of the vendor / reseller onboarding process and the provision of technical support and oversight for the programme. Under the OYOD programme, the GoJ will issue a voucher to the parents / guardians of students for the purchase of a tablet or laptop for the students. The voucher can be redeemed at participating ICT vendors / sellers towards the purchase of a tablet or laptop and the parents / guardians will provide the balance purchase price of the tablet or laptop. The parental contribution towards the purchase of the device may be facilitated by credit terms or financing options which the vendor / reseller offers to the parents under the OYOD programme.

##### **1.2 OBJECTIVE**

The objective is to identify interested and suitable ICT vendors / resellers who possess the ability and willingness to partner with the GOJ to offer laptops and tablets under the OYOD programme. The laptops and tablets to be offered under the programme must at least satisfy the minimum specifications.

#### **SECTION 2 – VENDOR APPLICATION AND SELECTION**

##### **2.1 APPLICATION AND SELECTION PROCESS**

- i) Interested ICT vendors / resellers must submit an application to e-LJam along with the required documents. **Applications must be submitted online via the OYOD Vendor Participation Application Form on e-LJam's website.**
- ii) Applications from vendors / resellers will be evaluated based on the *Eligibility Requirements* in *Section 3* to determine a shortlist of resellers / vendors that are suitable for participation. (Please note that while e-LJam welcomes all applications, only shortlisted applicants will be contacted.)
- iii) Participating vendors / resellers for the OYOD programme will only be selected from those applicants that are shortlisted.

- iv) Upon selection, vendors / resellers will be invited to confirm participation in the programme by agreeing to the terms and conditions set out in an OYOD Vendor Participation Agreement and will be required to guarantee therein that the tablets and laptops which it sells under the OYOD programme satisfy the minimum specifications for devices under the programme.
- v) Once confirmed by e-LJam, participating vendors / resellers will be deemed to be an 'Approved OYOD Partner' by e-LJam under the OYOD Programme for a period of twelve (12) months unless the Agreement is terminated prior to the expiration of the twelve (12) months.

### **SECTION 3 – ELIGIBILITY REQUIREMENTS**

#### **3.1 ELIGIBILITY CRITERIA**

- i) To be eligible for participation in the OYOD programme, interested vendors / resellers **MUST** satisfy the requirements and criteria outlined in this section. **Failure of a vendor / reseller to comply with and satisfy all the eligibility requirements will result in automatic disqualification of the vendor / reseller for participation in the programme.**
- ii) Vendors / resellers that are interested to participate in the OYOD programme, **shall be required to apply** by submitting a completed **OYOD Vendor Participation Application Form** to e-LJam along with the relevant required documents.
  - a) The OYOD Vendor Participation Application Form shall be available online on the e-LJam website ([www.elearningja.gov.jm](http://www.elearningja.gov.jm));
  - b) The OYOD Vendor Participation Application Form along with the required documents must be submitted electronically online via the e-LJam website.
- iii) The required documents which **MUST** be submitted by Vendors / Resellers along with the OYOD Vendor Participation Application Form are:
  - a) Evidence of Business Name Registration / Company Incorporation in Jamaica
  - b) Valid Tax Compliance Certificate
  - c) Proof of current registration with the Public Procurement Commission / NCC
  - d) Manufacturer's Authorization Form / Reseller Authorization/Agreement
  - e) Business / Company Profile
  - f) Description of Warranty & Service Strategy
  - g) Description of Credit Terms / Financing Options to be made available for the parental contribution (*i.e. where the cost of the laptop or tablets exceed the value of the voucher*).
- iv) The vendors / resellers must engage in the supply of and or have available for retail sale (either directly or through a sub-dealer), laptops and tablets which at least satisfy (i.e. meets or exceeds) the **Minimum Mandatory Specifications (See table overleaf on Page 3)**



## MINIMUM MANDATORY SPECIFICATIONS FOR DEVICES

Specifications	LAPTOPS	TABLETS
Operating System	Windows 10 Home, OTA upgrade of the OS, Refresh of Device / iOS	Android 9
Display	13"	8"
Resolution	1360 x 768	1024 x 768
Processor	2.1 Ghz Multicore (Intel iCore   AMD Ryzen)	1.4 Ghz Multicore
RAM	4 GB (Min) Optional 8 GB for Auto-cad Students DDR4	2 GB
Storage	256 GB (Solid State Drive) OR 500 GB SATA	32 GB (Internal)
Graphics	Integrated HD	N/A
LTE/ Mobile Data	N/A	LTE/ SIM Card Slot (Optional - suitable for students without Wi-Fi access)
Battery Life	7 Hours (Minimum per full charge)	7 Hours (Minimum per full charge)
Camera	HD with Integrated Microphone	Front 2MP/Rear 5 MP
Network	Wi-Fi 802.11N	Wi-Fi 802.11N
	Bluetooth 4.0	Bluetooth 4.0
Ports	2x USB 2.0 Type A	Micro USB/USB Type C
	HDMI	Micro-SD Card Reader
	Integrated GbE LAN	Audio Jack 3.5mm
	Audio Combo Jack 3.5mm	
Charging	Charger & Data Cable	Charger & Data Cable
Accessories (Optional)	Carrying Case	Trifold or Ruggedized Case
	Headset with Mic	Headset with Mic
		Detachable Bluetooth Keyboard
App Market	Microsoft Store	Google Play Store
Industry Certification	UL	Play Protect Certification
Default Apps	Task Manager, Browser, Gallery, Clock, Calculator	Task Manager, Browser, Gallery, Clock, Calculator
Music File Support	MP3/WMA/WAV/APE/AAC/FLAC/OGG	MP3/WMA/WAV/APE/AAC/FLAC/OGG
Video File Support	AVI/MOV/MP4/RMVB/FLV/MKV	AVI/MOV/MP4/RMVB/FLV/MKV
Picture File Support	JPG/BMP/PNG/GIF	JPG/BMP/PNG/GIF
Document File Support	Word Processor, Electronic Spreadsheet, Electronic Presentation	Word Processor, Electronic Spreadsheet, Electronic Presentation
Warranty	12-month Manufacturer Warranty	12-month Manufacturer Warranty

### 3.2 TERMS AND CONDITIONS OF ELIGIBILITY AND VENDOR PARTICIPATION (OYOD)

- i) e-LJam will only consider OYOD Vendor Application Forms which have been completed on the provided OYOD Vendor Participation Application Form and which have been submitted electronically online via the e-LJam website ([www.elearningja.gov.jm](http://www.elearningja.gov.jm)) under the OYOD tab.
- ii) Notwithstanding the provisions of *Sections 3.1(ii), (iii) and (iv)* above, a vendor / reseller shall not be eligible for participation in the OYOD programme in circumstances where:
  - a) The vendor / reseller submits an incomplete OYOD Vendor Participation Application Form. (A submitted OYOD Vendor Participation Application Form which is not accompanied by the relevant required documents shall be deemed an incomplete application for the purposes of determining eligibility and shall not be considered by e-LJam);
  - b) Any of the required documents submitted are expired at the date of submission;
  - c) e-LJam assesses from the submitted OYOD Vendor Participation Application Form and / or the submitted documents accompanying the form and where e-LJam determines that the vendor / reseller does not satisfy the eligibility requirements set out in this document;
  - d) The vendor / reseller submits to e-LJam, information which is false or constitutes a misrepresentation or documents which are fraudulent;
  - e) Whether in Jamaica or elsewhere: -
    - the vendor / reseller (or in the case of a vendor / reseller that is a body corporate, any of its directors or general manager or any other similar officer) has been convicted of an offence involving dishonesty within five (5) years immediately preceding the commencement of the OYOD Programme;
    - is an undischarged bankrupt;
    - is not solvent or is the subject of winding-up proceedings;
  - f) The affairs of the vendor / reseller are being managed or administered by a Court;
- iii) e-LJam shall not shortlist and select for participation in the OYOD Programme, vendors / resellers that are not found by e-LJam to be eligible for participation in accordance with the provisions of this document.
- iv) A vendor / reseller that had previously submitted an application but was not selected for participation in the OYOD Programme or a vendor / reseller whose participation in the OYOD programme was terminated (except for non-selection or termination in the circumstances outlined in *Sections 3.2(ii)(d),(e) and (f)* ) may reapply to participate in the programme at any time, in accordance with the OYOD Vendor Participation application provisions outlined in this document.
- v) The participation requirements and eligibility requirements for the OYOD programme as outlined in this document may be amended by e-LJam at any time by giving notice in writing to the participating vendors / resellers, which notice may be given by posting the revised version of this document on the e-LJam website and/or by other means.

**\*\*\*NB. All questions and/or queries in relation to this document or the OYOD Programme should be sent via email to [procurement@elearningja.gov.jm](mailto:procurement@elearningja.gov.jm)**