



**OFFICE OF THE CONTRACTOR-GENERAL  
PIOJ BUILDING, 16 OXFORD ROAD**

**P.O. Box 540**

**KINGSTON 5**

**JAMAICA, W.I.**

Any reply or subsequent reference to this communication should be addressed to the **Contractor-General** and the following reference quoted:-

REF. No.: QCA-RPT-3-859

TELEPHONE No. : 929-8560/6466

FAX No. : 929-7335

E-Mail: [general@ocg.gov.jm](mailto:general@ocg.gov.jm)

July 7, 2010

The Principal/Accounting Officer  
Petroleum Corporation of Jamaica  
PCJ Bldg  
36 Trafalgar Road  
Kingston 10

Attention: Mrs. Ruth Potopsingh, Group Managing Director

Letter of Commendation after Analysis of Procurement Practices between January 2010 and March 2010

The Quarterly Contract Awards Report, last revised on November 20, 2008, discloses particulars of contracts awarded by Procuring Public Bodies which are within the value band of J\$275,001 and J\$10,000,000.

The Contractor-General's letter of May 16, 2008, which was directed to the Cabinet Secretary and all Accounting and/or Principal Officers, of Public Bodies, advised of the commencement, *inter alia*, of the 2<sup>nd</sup> phase of the Quarterly Contract Awards (QCA) Report Regime.

Reference is also made to the Office of the Contractor-General's (OCG) subsequent letter of September 14, 2009, in which Public Bodies were formally advised of the adjustments to the assessment process commencing with all 2009 4<sup>th</sup> Quarter QCA Reports. The adjustments were primarily as a result of varying concerns raised in letters received from a number of Public Bodies.

The QCA Reports, which have been submitted by Procuring Public Bodies, were reviewed for completeness and, were generally deemed to be satisfactorily completed. The said reports were also assessed by a comprehensive suite of computer-aided assessment criteria that are informed by the Government of Jamaica Procurement Procedures. Public Bodies were placed in one of the following four levels of assessment, depending upon the level of their compliance with the Government of Jamaica Procurement Procedures:

Level 1

An assessment result of between 96% and 100% indicates an acceptable level of compliance.

Level 2

An assessment result of between 70% and 95% indicates an intermediary compliance level with areas identified for improvement.

Level 3

An assessment result of between 60% and 69% is indicative of an unacceptable level of procedural breaches.



Level 4

An assessment result of below 60% indicates evidence of a fundamental, critical and /or substantial failure of the affected public body to comply with the Government of Jamaica Procurement Procedures.

The Office of the Contractor-General (OCG) now provides the assessment results for Petroleum Corporation of Jamaica.

The results of the assessment being communicated include contracts reported in the *1st Quarter 2010*.

***Petroleum Corporation of Jamaica has obtained a compliance assessment score of 100.00% and has therefore been placed in Level 1.***

The OCG commends the distinct efforts of you and your Procurement Officers and support staff, in attaining an acceptable level of compliance for the assessed period. Your commendable performance is noted and the OCG anticipates a continued sustained high level of compliance from your agency.

Please note the additional information which is provided in the assessment summary which is included herewith.

The OCG commits its support to Public Bodies, as it strives to achieve greater compliance, on the part of Public Bodies, with the Government of Jamaica Procurement Procedures.

Should you require any clarification or additional information, please refer to the Government of Jamaica (GOJ) Procurement Procedures, November 2008, or contact Rackeal Hart-Thompson at 929-8560.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Craig Beresford', written over a horizontal line.

Craig Beresford  
Senior Director Monitoring Operations,  
Corporate Communications and Special Projects  
**for and on behalf of the Contractor-General**

Copy: Mrs. Hillary Alexander, Permanent Secretary, Ministry of Energy and Mining

Encl.



Procuring Public Body: Petroleum Corporation of Jamaica

Assessment period: *1st Quarter 2010*

Assessment score: 100.00%

Compliance level: Level 1

Area/areas of  
Non-compliance:

Additional comments: