

Instructions for using QCA Spreadsheet Database

Sorting Columns

To sort any of the columns, simply click on the down arrow which is located in the column header and select whether to sort ascending or descending. (Users might have to scroll up the drop down list as these are the first two options).

Filtering Columns

To apply a filter to any of the fifteen (15) columns, simply click on the down arrow located in the column header and select the value to filter by. To filter a column using more than one criterion, users should select the custom option from the drop down list. When the custom option is selected, a dialog box will appear that provides two filter boxes as well as some advanced filter options.

Caveats

Please note the following caveats;

- All contracts reported with a value outside the applicable range, are not included in this report.

Quarter	Applicable Range
2006 Q2 - 2008 Q3	JMD \$250,000.00 to JMD \$3,999,999.99
2008 Q4 – 2012 Q2	JMD \$275,001.00 to JMD \$10,000,000.00
2012 Q3 – Present	JMD \$500,001 to infinity

- All contracts reported without a contract value, are assumed to have a contract value of JMD \$0.
- All contracts reported with a contract award date outside the corresponding quarter for that report submission, are not included in this report.
- Information relating to a Public Body's QCA report, pre 2012 Quarter 3, is only shown if the submission has been verified to be O.K. by an OCG inspector.
- Information relating to a Public Body's QCA report, since 2012 Quarter 3, is represented as submitted by the Public Body via the OCG's Web Portal.
- All figures are displayed in millions of dollars. This may lead to loss of precision in group totals and other summary values.
- A contractor is considered 'Reported as Registered' once a value has been entered in the Contractor ID column of the QCA report. This is, however, not a true indication of the registration status of the contractor.
- Since February 12, 2007, contractor registrations are not required in respect of contracts which are below JMD \$275,000.00 in value.
- Since May 14, 2012, contractor registrations are not required in respect of contracts which are below JMD \$500,000.00 in value.