



Annual Schedule of Planned Procurement Activities
 Division of Health, Wellness and Social Protection
 Tobago House of Assembly
 FY 2023/2024

8th Dec. 2023

No.	Project Number	Project Name	UNSPSC Code Lvl 3	Brief Description	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Standstill period (if applicable)	Contract Type
1	TBD	Health and safety management and consultancy services	80101801	OSH Consultation for Studley Park	Jan-24	Apr-24	8 Weeks	Open	10 Days	Fixed Price
2	TBD	Construction Services	72000000	Fabrication and installation of a metal tank stand for Diesel Tank	Jan-24	Apr-24	8 Weeks	Open	10 Days	Fixed Price
3	TBD	Construction Services	72000000	Upgrade of Mechanical Garage, Signal Hill	Feb-24	June-24	12 Weeks	Open	10 Days	Fixed Price
4	TBD	Laboratory and scientific equipment	41100000	Insect Vector Lab – Phase 3: Purchase of equipment and furniture	Feb-24	June-24	12 Weeks	Open	10 Days	Fixed Price
5	TBD	Construction Services	72000000	Facility Upgrade at Public Cemeteries	Apr-24	Jul-24	8 Weeks	Open	10 Days	Fixed Price
6	TBD	AV Presentation Composing Equipment	45110000	Purchase of Audio/Visual Equipment for the Division	TBD	Sept-24	N/A	RFQ	N/A	Fixed Price
7	TBD	Advertising	82100000	Advertising & Publicity	As Required	Sept-24	As Required	RFQ	N/A	Fixed Price

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8	TBD	Printed Publications	55101500	Provision of Books & Periodicals	As Required	Sept-24	N/A	RFQ	N/A	Fixed Price
9	TBD	Events management	80141607	Events Management Services for activities hosted by the Division	As Required	Sept-24	As Required	RFQ	N/A	Fixed Price
10	TBD	Promotional merchandise	55101533	Provision of Branded Merchandise	As Required	Sept-24	N/A	RFQ	N/A	Fixed Price
11	TBD	Safety Apparel	46181500	Provision of Personal Protective Equipment (PPE)	As Required	Sept-24	N/A	RFQ	N/A	Fixed Price
12	TBD	Domestic garbage disposals	52141503	White Waste Collection Programme	Quarterly	Quarterly	TBD	Limited	N/A	Fixed Price
13	TBD	Chemicals including Bio Chemicals and Gas Materials	12000000	Provision of Various Chemicals for Public Health	As Required	Sept-24	N/A	RFQ	N/A	Fixed Price
14	TBD	Motor Vehicle Expense	78181700	Supply of fuel (Gas and Diesel) Required for Vehicles Owned by the Division	As Required	As Required	N/A	Single Source	N/A	Fixed Price
15	TBD	Vehicle maintenance and repair services	78181500	Maintenance of Vehicles	As Required	As Required	N/A	RFQ	N/A	Fixed Price

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16	TBD	Building, Construction Components and Supplies	30000000	Acquisition of Building Materials for Task Force	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
17	TBD	Courier and Postage	78102200	Purchase of Stamps and Track-paks	As Required	Sept- 24	N/A	Sole Source	N/A	Fixed Price
18	TBD	Cleaning Services	76110000	Supply of Cleaning and Janitorial services	TBD	TBD	Two Year Contract	Limited	10 Days	Fixed Price
19	TBD	Security Guard Services	92121500	Provision of Security Services	TBD	TBD	Two Year Contract	Limited	10 Days	Fixed Price
20	TBD	Office Furniture	56101700	Provision of Furniture & Furnishing	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
21	TBD	Office Equip. & Accessories & Supplies	44000000	Provision of Office Equipment	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
22	TBD	Office Supply	44120000	Provision of Office Stationery and Supplies	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
23	TBD	Commercial Automotive Insurance Policies	64121503	Vehicle Insurance for Fleet	As Required	Sept- 24	Yearly	RFQ	N/A	Fixed Price

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24	TBD	Building maintenance and repair services	72101500	Repair works to Office Buildings (various locations)	As Required	TBD	TBD	Limited	TBD	Fixed Price
25	TBD	Motor Vehicle	25101500	Supply of Motor Vehicles for the Division	TBD	Sept- 24	N/A	Open	10	Fixed Price
26	TBD	Food and Beverage Products	50000000	Supply and Delivery of Grocery Items	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
27	TBD	Fire Extinguishers	72101516	Fire extinguisher inspection maintenance and repair service	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
28	TBD	Psychometric Testing	80111719	Employee psychometric testing service	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
29	TBD	Catering services	90101603	Provision of Catering Services for Meetings and Events	As Required	Sept- 24	As Required	RFQ	N/A	Fixed Price
30	TBD	Passenger Marine Transportation	78111700	Business Travel via sea	As Required	Sept- 24	As Required	Limited	N/A	Fixed Price
31	TBD	Passenger Air Transportation	78111500	Business Travel via air	As Required	Sept- 24	As Required	Limited	N/A	Fixed Price

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32	TBD	Meetings events	80141902	Capacity Building events	As Required	Sept- 24	N/A	Open	N/A	Fixed Price
33	TBD	Hotels and lodging and meeting facilities	90110000	Hotel Accomodation	As Required	Sept- 24	As Required	Limited	N/A	Fixed Price
34	TBD	Uniforms	53102700	School Uniforms, Garage Uniforms etc.	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
35	TBD	Clothing	53100000	Clothing for Children at Probation Hostel & Community Residence	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
36	TBD	Education and Training Services	86000000	Provision of Various Training Programs for the Division	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
37	TBD	Educational or recreational items	57040000	Provision of Training and Educational Resources	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
38	TBD	Baby Care	42330101	Provision of Baby Care/Nursery Products for Programme for Adolescent Mothers	As Required	Sept- 24	N/A	RFQ	N/A	Fixed Price
39	TBD	Computer Equipment and Accessories	43210000	Supply and Delivery of Computer Equipment and Accessories	As Required	TBD	N/A	TBD	TBD	Fixed Price

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40	TBD	Repairs to Equipment	81112300	Repair and Maintenance of Printers, Computers, Other Office Equipment	As Required	As Required	N/A	RFQ	N/A	Fixed Price
41	TBD	Cyber Security Software	43232600	Provision of Cyber Security Software	Jan-24	Feb-24	1 Month	Limited	10 Days	Fixed Price
42	TBD	Data Protection Software	43232600	Provision of Backup Software	Jan-24	Feb-24	1 Month	Limited	10 Days	Fixed Price
43	TBD	Software	43230000	Renewal of Software licenses	As Required	As Required	Annual	Limited	N/A	Fixed Price
44	TBD	Social Protection Digitalization	43232600	Digitalization of Social Protection grant process	Mar-24	June-24	2 Months	Open	10 Days	Fixed Price
45	TBD	Health Information System	43232600	CMOH and TRHA Integration	Jun-24	Sept- 24	2 Months	Open	10 Days	Fixed Price
46	TBD	GIS Project	43232600	Implementation of Public Health GIS system	Apr-24	Sept-24	4 Months	Open	10 Days	Fixed Price
47	TBD	Fixed Assets Module Software	43231600	Implementation of a Fixed Assets Software Solution	Jun-24	Sept-24	2 Months	Open	10 Days	Fixed Price

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48	TBD	Communication Devices and Accessories	43190000	Provision of Mobile Phones w/ plan	Jan-24	TBD	2 Year	Limited	10	Fixed Price
49	TBD	Computer and Technology Based Services	81000000	Computer and Printer services, Network Cabling and Server Room Upgrade	As Required	As Required	TBD	RFQ	N/A	Fixed Price
50	TBD	Security Cameras	46171610	Installation of Security Cameras	TBD	TBD	TBD	RFQ	N/A	Fixed Price

TBD: To Be Determined
 RFQ: Request for Quotation
 N/A Not Applicable

Important Notice: In accordance with Section 27 of the Public Procurement and Disposal Act 2015, as amended, (Information of Possible Forthcoming Procurement), suppliers and contractors are asked to note that the publication of this notice does not: (a) constitute a solicitation, (b) oblige the office to issue a solicitation, and (c) confer any rights on suppliers or contractors.