



Government of the Republic of Trinidad and Tobago
Office of the Attorney General and Ministry of Legal Affairs

**Annual Schedule of Planned Procurement
After School Centre
2023-2024**

No	Project number (Vote) if ongoing project	Project name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
1	23/02/001/04	Supply and Delivery of Printer/ scanner	43212110	Supply and Delivery of printer/scanner	January-15 2024	January-30 2024	N/A	Open Tender	N/A	Fixed Price Contract

2	23/02/001/04	Supply and delivery of Camera	45121500	Supply and delivery of camera	January-15 2024	January-30 2024	NA	Open Tender	N/A	Fixed Price Contract
3	23/01/001/10	Supply and delivery of Stationery	14111509	Stationery for July/August camp.	May -21 2024	June -5 2024	NA	Framework Agreement	N/A	Fixed Price Contract
4	23/02/001/66 23/01/001/10	Catering and toys for Christmas luncheon.	60140000 90100000	Christmas luncheon	December -10 2023	December -15 2023	NA	Open Tender	N/A	Fixed Price Contract

**Annual Schedule of Planned Procurement
Anti-Terrorism Unit (ATU)
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
1.	23/03/001/04	IT Equipment/ Software	43211503	Laptops for staff of the ATU Scanners Adobe Acrobat DC	December 2023	February 2024 December 2024	NA	Open Tender	10	Fixed Price Contract
2.	23/03/001/02	Office Equipment	44000000	Furniture- desks, chairs and storage cabinets	December 2023	March 2024	NA	Open Tender	10	Fixed Price Contract
3.	23/02/001/10	Office Stationery and Supplies	14111509	General stationery needs.	December 2023	September 2024	NA	Framework Agreement	N/A	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
4.	23/02/001/62	Promotion, Publicity and Printing	55101504	The Publication of Orders of the High Court pursuant to s.22B(3) of the ATA in the Gazette and two (2) daily Newspapers within seven (7) days of granting of the Order:	December 2023	December 2024	1 year	Framework Agreement	NA	Fixed Price Contract

**Annual Schedule of Planned Procurement
Corporate Communications Unit
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	23/03/001/04	23/02/001/04	45121500	Provision of a digital camera for documenting and archiving internal AGLA events.	December 2023	January 2024	NA	Open Tender	N/A	Fixed Price Contract

2	23/03/001/04	Digital Kiosk	43211522	Provision of Digital Kiosk as an interactive information display in main lobby of AGLA Tower.	February 2024	March 2024	NA	Open Tender	10	Fixed Contract	Price
3	23/02/001/62	Internal Signage	55120000	Provision of Signage for all 22 levels of the AGLA Tower listing current departments, units, and sub-units. This includes the removal of existing signs and wall refurbishment as needed.	March 2024	April 2024	NA	Open Tender	10	Fixed Contract	Price
4	23/02/001/62	External Signage	55120000	Provision of updated, external signage for all	April 2024	April 2024	NA	Open Tender	10	Fixed Contract	Price

				RGD locations.							
5	23/02/001/62	Customer Service Signage for the Registrar General's Department (RGD).	55120000	Procurement of relevant signage for all locations of the RGD. This includes Head Office-Port of Spain, San Fernando Sub-office, Arima Sub-Office and Tobago Sub-office.	May 2024	June 2024	NA	Open Tender	10	Fixed Contract	Price
6	23/02/001/62	Independence Day decor	55121706	The supply, installation and removal of Independence Day décor at all AGLA offices.	June 2024	July 2024	NA	Open Tender	NA	Fixed Contract	Price
7	23/03/001/04	Internal digitising of The Office of the Attorney	55120000	Acquisition of LED/TV screens to be	July 2024.	August 2024	NA	Open Tender	10	Fixed Contract	Price

		General and Legal Affairs (AGLA) messaging.		placed on all levels of the AGLA Tower.						
8	23/02/001/62	Digitization Rewards Project	80141605	Procurement of branded incentive and motivate staff towards the goal of digitization of the Office of the Attorney General and Ministry of Legal Affairs	September 2024.	September 2024	NA	Open Tender	10	Fixed Price Contract
9	23/02/001/62	Souvenirs/Tokens	80141605	The procurement of souvenir items as tokens for international courtesy calls and higher-level meetings hosted by the Honourable	January 2024.	February 2024	NA	Open Tender	NA	Fixed Price Contract

				Attorney General.						
10	23/02/001/62	Trinidad and Tobago flag pins	80141605	The supply and delivery of Trinidad and Tobago flag pins for AGLA Heads of departments.	January 2024	February 2024	NA	Open Tender	NA	Fixed Contract Price
11	23/02/001/10	Cork Message Board	14111607	The supply and installation of secured cork message boards per floor at the AGLA Tower.	February 2024	March 2024	NA	Open Tender	NA	Fixed Contract Price
12	23/02/001/66	Event catering	90101603	Catering for events hosted by the Ministry	December 2023	December 2024	1 year	Framework Agreement	N/A	Fixed Contract Price

**Annual Schedule of Planned Procurement
Facilities Management Unit
2023-2024**

<i>No.</i>	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of bidding Documents	Expected Delivery/ Completi on Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicabl e) no of Days)	Contract Type
1	23/02/001/21	AC- RGD- San Fernando Office-	72101511	Maintenance and repair of equipment associated with the AC Equipment – Split Units, condensers, evaporators, filters, monthly/quarterly cleaning, etc.	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract

2	23/02/009/21	CCTV Services – Winsure	46171622	Maintenance and repair of equipment associated with the CCTV Systems – control panel, Recorders, Cameras, Switches, etc.	January 2024	February 2025	One Year	Selective Tender	10	Fixed Term – Contract
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3	23/02/001/21	AC Maintenance Service- Roxborough (RGD Tobago)	72101511	Maintenance and repair of equipment associated with the AC Equipment –	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract
4	23/02/009/21	Automatic Doors- Winsure Building	30171510	Maintenance and repair of equipment associated with the automated sliding and swing entry doors, controls, safety systems, etc.	May 2024	July 2025	One Year	Selective Tender	10	Fixed Term Contract
5	23/02/009/21	Generator Maintenance –Winsure	30171510	Maintenance and repair of equipment associated with the Generator-	January 2024	February 2025	One Year	Selective Tender	10	Fixed Term Contract

				Automatic Transfer Switch and fuel storage tanks.						
6	23/02/009/21	High Voltage Testing Winsure	81102402	Maintenance and repair of equipment associated with the High Voltage systems- transformers and cabling	January 2024	February 2025	One Year	Selective Tender	10	Fixed Term Contract
7	23/02/009/21	Main UPS - Winsure Building	39121011	Maintenance and repair of equipment associated- batteries, control modules and safety systems.	January 2024	March 2025	One Year	Selective Tender	10	Fixed Term Contract
8	23/02/009/21	Main UPS DPP Tobago Office	39121011	Maintenance and repair of equipment associated- batteries, control modules and safety systems.	January 2024	March 2025	One Year	Selective Tender	10	Fixed Term Contract

9	23/02/001/21, 23/02/009/21	Baggage and walk-through Scanners - AGLA, Winsure & Park Street.	46171624	Maintenance and repair of equipment associated – rollers, switches,	January 2024	March 2025	One Year	Sole source	10	Fixed Term Contract
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				and control modules as well as mechanical components.						
10	23/02/009/21	Fire extinguisher and Hose reel service's - Winsure	72101516	Maintenance and repair of equipment associated- with extinguishers, hose reels, mechanical components, and pumps.	January 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract

11	23/02/009/21	Main Sliding Gate Services- Winsure	30172000	Maintenance and repair of equipment associated –switches and control modules as well as mechanical components.	January 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract
12	23/02/001/21	Electrical Services-RGD Arima and San Fernando	73152108	Maintenance and repair of equipment associated with electrical panels and lighting fixtures.	January 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract

13	23/02/001/43	Cash-in-Transit services RGD	92121504	Provision of security cash in-transit courier services for the POS, San Fernando, and Arima RGD offices.	January 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract
14	23/02/009/21	CCTV system DPP Tobago	46171622	Maintenance of CCTV-associated equipment- cameras, monitors, switches, control panels, NVR recorders, and UPS systems.	February 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract
15	23/02/009/21	Replacement of the Baggage and Walk thru Scanner DPP Tobago	46171624	Maintenance Services following installation include maintenance and repair of equipment associated – rollers, switches, and control modules as well as mechanical components.	February 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract

<i>No.</i>	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
16	23/02/009/21	Duplicate copy of office and building keys.	43202205	Acquisition and distribution of key copies for offices, file rooms, and storage areas- Park Street, Gulf City, and Winsure Building	December 2023	January 2024	NA	Open Tender	N/A	Fixed Price Contract
17	23/02/009/21	Upgrade and replacement of the main office UPS DPP Tobago.	39121011	Maintenance Services following installation include maintenance and repair of equipment associated – switches and control modules as well as batteries.	February 2024	March 2025	One Year	Selective Tender	10	Fixed Term Contract

18	23/02/001/21	Lock and Key replacement	43202205	Replacement of all office, file, and storage rooms locks Tower C levels 16-18. Inclusive of a master key.	December 2023	January 2024	NA	Open Tender	NA	Fixed Price Contract
19	23/02/009/21	Mobile shelving maintenance services.	72154066	Maintenance and repair of mechanical components associated - Winsure	February 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract
20	23/02/001/21	CCTV new system installed at Tower C	46171622	Upgrade and new installations- inclusive of CCTV cameras, NVRs control panels for levels 16-18 Tower- C.	February 2024	March 2025	One Year	Open Tender	10	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
21	23/02/001/21, 23/02/009/21	Mold Remediation and sanitizing cleaning.	85111503	Cleaning and sanitizing of AC systems, all counter surfaces, walls, vents, doors, ledges, and carpeted or tile areas. - RGD offices, AGLA, Tower C, Winsure, LRC and DPP offices	January 2024	February 2025	One year	Open Tender	10	Fixed Term Contract
22	23/02/001/21	Access Card printer services.	72151701	Maintenance and repair of associated printer systems.	January 2024	February 2025	One year	Selective Tender	10	Fixed Term Contract
23	23/02/001/21	Workstation and Cubicle replacement/ additions AGLA	56111500	Replacement and installation of additional workstations and cubicles AGLA due to the reorganization/	January 2024	February 2024	One Month	Open Tender	10	Fixed Price Contract.

				expansion of departments post relocation AGLA.						
24	23/02/009/21	Duct Cleaning Winsure	76111602	Cleaning and maintenance of the AC duct and Air handler systems	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract
25	23/02/009/21	Mobile Shelving maintenance and service at DPP South	72154066	Maintenance and service of mobile shelving units at DPP South office	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract

<u>No.</u>	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
26	23/02/001/21 & 23/02/009/21	General Plumbing Maintenance Services	72151100	Includes the routine servicing of all plumbing, and potable water systems and exaction of repairs or replacement of parts as and when needed	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract
27	23/02/001/21	Fire extinguisher and smoke detector maintenance services RGD District locations	72101509	Includes the routine servicing of all fire extinguishers and smoke detectors	January 2024	February 2025	One Year	Open Tender	10	Fixed Term Contract
28	23/02/009/21	Upgrade and replacement of the Baggage Scanner Winsure	46171624	Includes the routine servicing of all system and mechanical components	January 2024	February 2025	One Year	Sole Source	NA	Fixed Term Contract

29	23/02/001/43 23/02/005/43 23/02/007/43 23/02/009/43	Provision of security services	92121504	Provision of security services to <ul style="list-style-type: none"> • Head Office, AGLA Tower Government Campus, Cor. Richmond & London Streets • Office of the Director of Public Prosecutions (North), WINSURE Building, Richmond Street, Port of Spain • Office of Director of Public Prosecutions (South), Gulf 	January 2024	March 2025	One Year	Open Tender	10	Fixed Term Contract
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				<p>City Mall, San Fernando</p> <ul style="list-style-type: none"> • Intellectual Property Office, 3rd Floor, Capital Plaza, 11-13 Frederick Street, Port of Spain • Office of the Director of Public Prosecutions (Tobago Office), Gulf City Mall, Lowlands, Tobago • Office of the 						
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				<p>Chief State Solicitor, Tower C, International Waterfront Center, Port of Spain</p> <ul style="list-style-type: none"> • Office of Solicitor General, Tower C, International Waterfront Center, Port of Spain, • Registrar General's Department (South Sub-Office), # 3 Leotaud Street, San Fernando 						
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				<ul style="list-style-type: none"> • Registrar General's Department (East Office), Pennywise Building, 10-10A Devenish Street, Arima • Registrar General's Department (East Office) (Tobago Sub-Office), # 11 Hamilton Street, Scarborough, Tobago • Registrar General's 						
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				Department District Offices, Port of Spain, Mt Hope, Sangre Grande, Rio Claro, Princes Town, San Fernando, Chaguanas, Couva, Penal, Point Fortin						
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**Annual Schedule of Planned Procurement
Law Revision Commission
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	23/02/005/21	Cable Connections for 2 televisions in the Law Reform Commission	72151601	Cable connections for televisions	January 2024	January 2024	1 week	Selective Tender	NA	Fixed term contract
2	23/01/005/10	Office supplies and stationery	14111509	Paper, ink toners, stationery	December 2023	September 2024	NA	Framework Agreement	NA	Fixed price contract
3	23/01/005/62	Re-printing of 2006 Revised Laws and supplements	73151900	Replacement of laws and supplements	February 2024	September 2024	8 months	Sole Source	N/A	Fixed price contract

4	23/03/005/04	Supply and deliver of Supply and Delivery of Peripheral Devices	43211724	Acquisition of ICT <ul style="list-style-type: none"> • Ten (10) mice, • Ten (10) keyboards, • Five (5) Surge Protectors • Five (5) UPS 	February 2024	April 2024	N/A	Open Tender	N/A	Fixed price contract
	23/03/005/04	Supply and Delivery of Network items	43222600	<ul style="list-style-type: none"> • one (1) Network Ping Tool, • Three (3) 15ft Patch Cord, • two (3) 25ft Patch cord, • Seven (7) 	February 2024	April 2024	N/A	Open Tender	N/A	Fixed price contract

				<ul style="list-style-type: none"> • 5ft Patch Cord. Five (5) • Data Box, ten (10) RJ45 • Keystone Jack, 						
	23/03/005/04	Supply and Delivery Wi-Fi Device and Services	43223108	Acquisition of Portable Wi-Fi Devices and services	February 2024	April 2024	N/A	Open Tender	N/A	Fixed price contract
	23/02/005/23	Renewal of Licences	81112501	Renewal of: <ul style="list-style-type: none"> • Four (4) Adobe Acrobat DC Pro Perpetual Licenses, • Two (2) Adobe Perpetual Photoshop Licenses 	January 2024	February 2024	N/A	Open Tender	N/A	Fixed price contract

				<ul style="list-style-type: none">• Two (2) Adobe Perpetual Illustrator Licenses• Four (4) QuarkXpress 2020 Licenses							
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Annual Schedule of Planned Procurement

Intellectual Property Office

2023-2024

No	Project number (Vote) if ongoing project	Project name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completi on Date	Estimated Project Duration (for works and services)	Procureme nt Method	Stand still period (if applicable) No of days	Contract Type
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1	23/02/007/66 23/02/007/09 23/02/007/23 23/02/007/62	Supply and delivery of enhanced IP services in Tobago under the Intellectual Property Office's IPO's Building Respect for Intellectual Property Campaign	43223106	Strengthening of the IPO's presence in Tobago. This will involve the following activities: <ul style="list-style-type: none"> • Procurement of a Wireless terminal to facilitate the receipt of payments from users of the IP System in Tobago • Conducting numerous IP Clinics, Workshops and seminars in Tobago the IP system • Rental of vehicles in Tobago during Public Awareness Campaigns 	Jan 2024	Sept 2024	9 months	Open Tender	10	Fixed Price Contract
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2	23/02/007/10	Supply of stationery and other items	14111509	Procurement of stationery, toners for printers, binding material, cleaning products and grocery items to maintain the operations of	Jan 2024	Sept 2024	NA	Framework Agreement	NA	Fixed price contract
3	23/02/007/62 23/03/007/02 23/03/007/03 23/03/007/04	Supply and delivery of Equipment, Furniture and Furnishings for IPO's Public Awareness Campaigns	56101700	Strengthening of the delivery of services with respect to the IPO's Public Outreach Campaign. This will require the procurement of the following for a Mobile IP receiving office: <u>Equipment</u> <ul style="list-style-type: none"> • One (1) All in Desktop Printer • One (1) Laptop • One (1) Digital Camera • Hotspot connection for Internet • Wireless Terminal for Tobago 	Jan 2024	Sept 2024	NA	Open Tender	NA	Fixed Price Contract

				<p><u>Furniture and Furnishings</u></p> <ul style="list-style-type: none"> • Four (4) Collapsible Chairs • One (1) Collapsible Table • Banners • Billboard Stands 						
5	23/02/007/11	Supply of Books	55101509	Expansion and Update of the information resources of the IPO's educational repository. This will require the procurement of IP-related books for The National IP Library of Trinidad and Tobago, housed at the IPO.	Jan 2024	Sept 2024	NA	Selective Tender	NA	Fixed Price Contract

6	23/02/007/15	Supply of Repair and Maintenance work for the IPO's office equipment	72154066	<p>General upkeep for the following equipment:</p> <ul style="list-style-type: none"> • Printers • Photocopiers • Security System 	Jan 2024	Sept 2024	9 months	Open Tender	NA	Fixed Term Contract
7	23/02/007/62	Supply of Promotional Items for Events	80141605	<p>Procurement of memorabilia for Public Outreach events and other functions hosted by the IPO. This will involve the procurement of the following:</p> <ul style="list-style-type: none"> • Cultural tokens for visiting delegates from abroad • Branded IPO bags • Branded IPO pens • Branded IPO folders, and • Other Branded IPO material 	Jan 2024	Sept 2024	NA	Open Tender	NA	Fixed Price Contract

8	23/03/007/02 23/03/007/03 23/03/007/04	Supply of Equipment and Furniture for the IPO	56101700	Procurement of equipment and furniture to improve the work processes of the IPO <u>Furniture and Furnishings</u> <ul style="list-style-type: none"> • Four (4) Executive Chairs • Ten (10) Junior Executive Chairs • One (1) Cabinet <u>Minor Equipment</u> <ul style="list-style-type: none"> • Two (2) Server Trolleys • One (1) Microwave • One (1) Electronic Binder, and • Four (4) Heavy Duty Electronic Desk Calculators 	Jan 2024	Sept 2024	NA	Open Tender	NA	Fixed Price Contract
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9	23/02/007/66	Supply and delivery of lecturing/training services for the IPO's National Intellectual Property Training Centre ("NIPTC")	86000000	Procurement of services from the World Intellectual Property Organisation's Thirty - one (31) certified trainers to conduct courses for the NIPTC.	Jan 2024	Sept 2024	9 months	Selective Tender	NA	Fixed Price Contract
10	23/02/007/62	Supply and delivery of new material and equipment for the IPO's Inventors Hall of Fame	52170000	Expansion and further upgrade of the IPO's Inventors Hall of Fame, by the procurement of new plaques and bibliographic posters for future inductees into the IPO's Inventors Hall of Fame, and new material to enhance the aesthetics of the IPO's Inventors Hall of Fame	Jan 2024	Sept 2024	NA	Open Tender	NA	Fixed Price Contract

11	23/02/007/66	Supply and delivery of services and other items for Workshops, seminars and events conducted by the IPO	90101603	Procurement of catering services for the following items: <ul style="list-style-type: none"> • Tea plates, and • Lunches The rental of spaces for events, and the procurement of prizes for competitions hosted by the IPO and its collaborating partners.	Jan 2024	February 2025	1 year	Framework Agreement	NA	Fixed Price Contract
12	23/02/007/21	Supply and delivery of Repair and Maintenance work for the IPO's office facilities	72100000	General upkeep of the IPO's facilities and the procurement of repair and maintenance services for the following: <ul style="list-style-type: none"> • Air Condition Units • Cleaning of carpets • Cleaning of air vents, and • Cleaning of Ceiling tiles 	Jan 2024	February 2025	1 year	Open Tender	NA	Fixed Term Contract

**Annual Schedule of Planned Procurement
Office Management
2023-2024**

No	Project number (vote) if ongoing project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (If applicable) no of Days)	Contract Type
1	23/02/001/37 23/02/005/37 23/02/007/37 23/02/009/37	Provision of Janitorial Services and Supplies	76110000	Provision of Janitorial Services and Supplies to <ul style="list-style-type: none"> • Head Office, AGLA Tower Government Campus, Cor. Richmond & London Streets • Office of the Director of Public 	January 2024	February 2025	1 year	Open Tender	10	Fixed Term Contract

				<p>Prosecutions (North), WINSURE Building, Richmond Street, Port of Spain</p> <ul style="list-style-type: none"> • Office of Director of Public Prosecutions (South), Gulf City Mall, San Fernando • Intellectual Property Office, 3rd Floor, Capital Plaza, 11- 13 Frederick Street, Port of Spain 						
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				<ul style="list-style-type: none"> • Office of the Chief State Solicitor, Tower C, International Waterfront Center, Port of Spain • Office of Solicitor General, Tower C, International Waterfront Center, Port of Spain, • Registrar General's Department (South Sub-Office), # 3 Leotaud Street, San Fernando 						
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				<ul style="list-style-type: none"> • Registrar General's Department (East Office), Pennywise Building, 10-10A Devenish Street, Arima • Registrar General's Department District Offices, Port of Spain, Mt Hope, Sangre Grande, Rio Claro, Princes Town, San Fernando, Chaguanas, Couva, Penal, Point Fortin 						
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2	23/02/001/10	Stationery and office supplies	14111509	Assorted stationery and office supplies	January 2024	February 2025	1 year	Framework agreement	N/A	Fixed Price Contract
3	23/02/001/13	Repairs to vehicles	78181507	Repairs and maintenance to Ministry vehicles	January 2024	February 2025	1 year	Selective Tender	N/A	
4	23/02/001/01	Official travel to Tobago	78111502 78111706 90111501 78111808	Airline and ferry tickets, accommodation, and transport	December 2023	September 2024		Sole source Open Tender	N/A	
5	23/02/001/27	Official international overseas travel	78111502 90111501 78111808	Airline tickets, accommodation, and transport	December 2023	September 2024		Selective Tender	N/A	

**Annual Schedule of Planned Procurement-
PS Secretariat
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
5.	23/02/001/10	Office Stationery and Supplies	14111509	Miscellaneous office supplies for the PS Secretariat, as follows: : <ul style="list-style-type: none"> • Two (2) Three-hole punch • One (1) Heavy duty Stapler • One (1) Guillotine • One (1) Label Writer • Two (2) Trolleys • One (1) Mini Shredder • One (1) Spiral Binder 	December 2023	January 2024	NA	Framework Agreement	NA	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
2	23/03/001/02	Printer/Scanner for DPS Secretary	43212110	One (1) HP Officejet Pro 9020 Multi-function Printer/Scanner (Coloured).	December 2023	February 2024	NA	Open Tender	NA	Fixed Term Contract
3	23/03/001/03	Conference Room, Addition to existing Office Furniture	44000000	Modesty panels for Conference Room tables in PS Conference Room on Level 21. Modesty panels for Attorney General's Conference Room on Level 21.	January 2024	February 2024	2 months	Open Tender	NA	Fixed Price Contract
4	23/03/001/03	Conference Room, Addition to existing Office Furniture	44000000	Additions to raise the height of the Conference Room tables in PS Conference Room and AG Conference Room	January 2024	February 2024	2 months	Open Tender	NA	Fixed Price Contract
5	23/03/001/03	Office Furniture	44000000	Ergonomic chair for PS Secretary	January 2024	January 2024		Open Tender	NA	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
6	23/03/001/03	Repair of Conference Room chairs on Levels 21 and 11	11162113	Re-upholstering of arm-rests on Conference Room chairs in PS Conference Room and DPS Conference Room on Level 11.	January 2024	January 2024	1 month	Open Tender	NA	Fixed Price Contract
7	23/03/001/03	DPS Office Furniture	44000000	(1) Black 2 - seater reception sofa couch for Deputy Permanent Secretary Office. See example at Ettes Office Furniture.	January 2024	January 2024		Open Tender	NA	Fixed Price Contract

**Annual Schedule of Planned Procurement
PS Secretariat-Legal Services Unit
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
8	23/02/001/10	Office Stationery and Supplies	14111509	Miscellaneous office supplies for the Legal Services Unit, as follows: <ul style="list-style-type: none"> • Two (2) Three-hole punches • One (1) Heavy duty Stapler • One (3) Single-Hole punches • Two (2) Label Writers • One (1) Mini Shredder • One (4) Staplers • Boxes of Pens (red, blue and black) • Boxes of Pencils • Cases of Water 	December 2023	September 2024	NA	Framework Agreement	10	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
9	23/02/001/27	Travel	90000000	Overseas Travel (e.g. Council of Europe and Training) and associated payments approximate cost: \$50,000.00 (TT)	December 2023	September 2024	NA	Framework Agreement	NA	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
10	23/03/001/02	Laptops	43211503	Provision of 12 Laptops	December 2023	September 2024	NA	Open Tender	10	Fixed Price Contract
11	23/02/001/17	Training	86101713	Four (4) Training Sessions for members of the unit	December 2023	September 2024	NA	Selective Tender	NA	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) No of days	Contract Type
12	23/02/001/23	Legal Research Platforms	80121609	Subscription to Legal Research Platforms e.g Lexis Nexis, Westlaw etc	December 2023	September 2024	NA	Selective Tender	NA	Fixed Term Contract

**Annual Schedule of Planned Procurement
Solicitor General's Department
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (If applicable) no of Days)	Contract Type
1	23/01/001/10	Supply of Office Stationery and Supplies	14111509	General stationery needs.	December 2023	September 2024	NA	Framework Agreement	NA	Fixed Price Contract
2	23/01/001/66	Improve competency of Solicitor General Staff	86100000	Supply of Training Services in the following areas; <ul style="list-style-type: none"> • Contract and Claims Management • Serious Emotional 	January 2024	September 2024	9 Months	Selective Tender	NA	Fixed Price Contract

				<p>Disturbance in Children and Adolescents</p> <ul style="list-style-type: none"> • Understanding Trauma in Youth • Positive Youth Development 101 • Become A Powerful Negotiator • Procurement • Loan Documentation • Developing commercial and non-legal skills • Managing and Leading • Interpersonal Skills for In-house Lawyers • Joint Ventures 						
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				<p>Contract Negotiation, Strategy and Legal Agreements</p> <ul style="list-style-type: none"> • Legal Writing and Contract Drafting • Legal Guide to Mergers and Acquisitions • Private Equity Legal Perspectives • Mediation Skills • Procurement Policy-Making and Country Systems 						
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				<ul style="list-style-type: none"> • Capital Markets: Development, Regulation and Current Trends • Foundations of Advanced Arbitration and Mediation • Fundamentals of Investor-State Arbitration • Conflict Management /Grievance Handling • Dealing with Difficult Personalities • Registry Procedures • Time Matters / Microsoft Training • Anger Management 						
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				<ul style="list-style-type: none"> Techniques • Time Management • Defensive Driving • Leave Administration • Delegated Authority • Effective Business Writing - In-house • Communication for Effective Customer Service • Customer Relationship Management / Customer Service • Project Management • Cabinet Note Writing • Office Administration 						
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				<ul style="list-style-type: none">• Investment Treaties and Arbitration for Government Officials• Multilateral and Regional Trade Agreements• International Investment Treaties and Investor-State Arbitration						
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**Annual Schedule of Planned Procurement
Equal Opportunities Commission
2023-2024**

No	Project no. (Vote)	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of bidding Documents	Expected Delivery / Completion Date	Estimated Project Duration (for works & services)	Procurement Method	Standstill period (if applicable) No. of days	Contract Type
1	23/02/003/09	Photocopying Machines	44101501	Rental, service & repair of Photocopying Machines	January 2024	September 2024		Open tender	10 days	Fixed Term Contract
2	23/02/003/10	Stationery & Supplies	14111509	Supply of Stationery & Grocery items	January 2024	September 2024	NA	Framework Agreement	NA	Fixed Price Contract
3	23/02/003/13	Maintenance of Vehicle	78181507	Tyres, parts, car care products & service of Toyota Fortuner	January 2024	September 2024	9 months	Selective tender	NA	Fixed Price Contract

4	23/02/003/15	Maintenance of Water Coolers	72154066	Service & Repair Water Coolers	January 2024	September 2024	9 months	Selective tender	NA	Fixed Contract	Term
5	23/02/003/17	Training	86100000	Training for Managers & Supervisors	January 2024	September 2024	9 months	Selective tender	NA	Fixed Contract	Price
6	23/02/ 003/21	Maintenance of Air Condition Units	72101511	Service & repair Air Condition Units and other items	February 2024	September 2024	8 months	Open Tender	NA	Fixed Contract	Term
7(a)	23/02/003/23	Renewal of Microsoft 365 Licenses	81112501	Renewal of Microsoft 365 Licenses	February 2024	March 2025	1 year	Open tender	NA	Fixed Contract	Term

7 (b)	23/02/003/23:	Renewal of Adobe Creative Cloud	81112501	Renewal of Adobe Creative Cloud for use graphic artist for the creation of content for website, social media and publications.	February 2024	March 2025	1 year	Open tender	NA	Fixed Contract	Term
7 ©	23/02/ 003/23	Renewal of Azure Storage Solution	81112501	Renewal of Azure Storage Solution .	March 2024	April 2025	1 year	Open tender	NA	Fixed Contract	Term
7(d)	23/02/ 003/23	Implement Enterprise anti-malware/ anti-virus security solution.	43230000	Implement Enterprise anti-malware/ anti-virus security solution.	February 2024	March 2025	1 year	Open tender	NA	Fixed Contract	Term

8	23/02/ 003/ 28	Health Care Services	85000000	Maintenance of Feminine Hygiene Bins	January 2024	September 2024	9 months	Open Tender	10 Days	Fixed Contract	Term
9	23/02/ 003/37	Janitorial Services	76110000	Provision of Janitorial Services	January 2024	September 2024	9 months	Open Tender	10 Days	Fixed Contract	Term
10	23/02/003/43	Security Services	92121504	Provision of Security Services	January 2024	September 2024	9 months	Open Tender	10 Days	Fixed Contract	Term
11	23/02/ 003/62	Publication and Printing	55101500	Publication of F.O.I. statements, Printing of Handbooks, Annual Reports and Forms	January 2024	September 2024	9 months	Open Tender	10 Days	Fixed Contract	Price

12	23/02/ 003/66	Hosting of Seminar and Conference	90111601 90101603	Provision of Venue and catering for Seminar/Conference/Workshop	June 2024	July 2024	1 month	Open Tender	10 Days	Fixed Contract	Price
13 (a)	23/03/003/02	PBX System.	43222805	Upgrade of the PBX infrastructure to replace the obsolete equipment	February 2024	March 2024	1 month	Open Tender	NA	Fixed Contract	Term

13(b)	23/03/003/02	Procurement of two (2) 24 port network switches.	43222612	Replacement 48-port network switches with two (2) 24-port switches to outfit two floors switches will be used for disaster recovery in the event of failure.	February 2024	March 2024	1 month	Selective Tender	NA	Fixed Contract	Price
13 (c)	23/03/003/04	Desktop	43211500	Acquisition of s I.T. hardware	February 2024	March 2024		Open Tender	NA		
14	23/03/ 003/03	Purchase of Furniture	56101500	Acquisition of furniture	February 2024	March 2024		Open Tender	10 Days	Fixed Contract	Price

15	23/03/ 003/04	Purchase of Minor Equipment	44000000	Acquisition of appliances, office equipment	February 2024	March 2024		Open Tender	10 Days	Fixed Contract	Price
16	23/03/003/04	Laptop machines	43211500	Acquisition of new laptops to replace obsolete equipment.	February 2024	March 2024		Open Tender	NA	Fixed Contract	Price
17	23/02/ 003/66	Survey Perception of the EOC	81131504	National Survey on Equality and the Perception of Discrimination in Trinidad and Tobago	May 2024	June 2024	1 month	Open Tender	10 Days	Fixed Price Contract	

**Annual Schedule of Planned Procurement
Project Management Unit
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	A031	Computerization of the Ministry of the Attorney General and Legal Affairs	43210000	Acquisition of ICT networking infrastructure and end user equipment for: Winsure Building (Office of the DPP) and Registrar General South..	January 2024	June 2024	6 months	Open Tender	10	Fixed Price Contract

**Annual Schedule of Planned Procurement
Chief State Solicitor
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	23/03/001/04	Supply and Delivery of ICT Equipment	43210000	Acquisition of <ul style="list-style-type: none"> • desktop printers (6) • Mouse (10) • Photocopiers – (2) 	January 2023	March 2024	N/A	Open Tender	N/A	Fixed Price Contract
2	23/03/001/02	Increase storage	44000000	Acquisition of Office Equipment <ul style="list-style-type: none"> • Shelving system • Cabinet, 2 drawers (10) 	February 2024	April 2024	N/A	Open Tender	N/A	Fixed Price Contract

				<ul style="list-style-type: none"> • 4 drawers' (10) 						
	23/03/001/04	Minor Equipment	<p>Acquisition of Minor Equipment,</p> <ul style="list-style-type: none"> • Laminate Machine (2) • Refrigerator - 12 cft (1) • Refrigerator 8 cft (2) • Fans (5) • Microwave 8 cft (2) • Ladders, three step (2) • Heavy duty trolleys (2) • Toaster Oven 	March 2024	May 2024	N/A	Open Tender	N/A	Fixed Price Contract	
			44100000							
			52141501							
			52141501							
			40101604							
			48101516							
			30191500							
			24101706							
			48101525							

	23/03/001/03	Office Furniture	56101700	Acquisition of Office Furniture <ul style="list-style-type: none"> • Partitions – for the level 17 • Chairs (10) • Stationery • Chairs ergonomic with wheels (40) 	June 2024	July 2024	N/A	Open Tender	N/A	Fixed Price Contract

**Annual Schedule of Planned Procurement
Registrar General's Department
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	23/02/001/10	Office Stationery and supplies	14111509	Acquisition of Office Stationery and supplies	January 2024	March 2024	N/A	Framework Agreement	N/A	Fixed Price Contract
2	23/02//001/12	Polymer Paper	55121800	Acquisition of Polymer Paper for Birth Certificates	January 2024	July 2024	N/A	Sole Source	N/A	Fixed Price Contract
3	23/03/001/04	ICT Equipment	43212110	Acquisition of heavy-duty Printer (4)	January 2024	March 2024	N/A	Open Tender	10	Fixed Price Contract

**Annual Schedule of Planned Procurement
Criminal Law Department
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Code	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (only required for works and services)	Procurement Method	Stand still period (if applicable) no of Days)	Contract Type
1	23/02/009/10	Office Stationery and Supplies	14111509	Acquisition of Office Stationery and Supplies	January 2024	September 2024	N/A	Framework Agreement	N/A	Fixed Price Contract
2	23/02/009/11	Supply of Books and Periodicals	55101504	Acquisition of legal Literature, newspapers	January 2024	September 2024	N/A	Open Tender	N/A	Fixed Price Contract
3	23/02/009/12	Supply of Materials and Supplies	45101800	Acquisition of Binding Materials	January 2024	September 2024	N/A	Open Tender	N/A	Fixed Price Contract
4	23/02/009/13	Maintenance of Vehicles	78181500	Maintenance of Toyota Fortuner Vehicles assigned to DPP	January 2024	September 2024	9 months	Open Tender	N/A	Fixed Price Contract
5	23/02/009/15	Repairs & Maintenance of Equipment	73152108	Repairs to Copiers at Port of Spain, South & Tobago Offices	January 2024	September 2024	9 months	Open Tender	N/A	Fixed Price Contract
6	23/02/009/17	Training	86101713	Acquisition of legal training services	January 2024	September 2024	9 months	Open Tender	N/A	Fixed Price Contract

7	23/02/009/28	Supply of Contracted Services	78141603	Acquisition of Plant rental, pest control, and housekeeping services	January 2024	September 2024	9 months	Open Tender	N/A	Fixed Price Contract
8	23/02/009/37	Janitorial Services	76110000	Acquisition of janitorial services at Port of Spain, South & Tobago Offices	January 2024	January 2025	1 year	Open Tender	N/A	Fixed Term Contract
9	23/02/009/62	Supply of Promotions, Publicity, and Printing services	73151900	call cards, internal and external signage	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
10	23/02/009/96	Hosting of Conferences, Seminars, and other Functions	90111601	Rental of conference facilities	March 2024	April 2024	1 month	Open Tender	N/A	Fixed Term Contract
11	23/02/009/02	Supply of Office Equipment	44000000	Acquisition of heavy-duty shredders, electric punching machines, electric spiral binders, laminating machines, guillotine	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
12	23/02/009/03	Supply of Furniture and Furnishings	56000000	Acquisition of chairs cabinet, visitor chairs, wooden shelving, fireproof cabinets, dexion shelving,	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract

				metal shelving units, executive chairs, fireproof vault						
13	23/02/009/04	Supply of Minor Equipment	5214500	Acquisition of microwave, kettle, calculator, mini refrigerator, trolley, two-step ladder, fan, water coolers,	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
14	23/02/009/01	Local Business Travel	90121500	Travel to Tobago for Officers of the DPP	December 2023	September 2024	10 months	Sole source	N/A	Fixed Price Contract
15	23/02/009/27	Overseas Business Travel	90121500	Transport and accommodation for Officers of the DPP and external Counsel	December 2023	September 2024	10 months	Selective Tender	N/A	Fixed Price Contract
16	23/02/009/57	Supply of mail services	78000000	Acquisition of registered mail services	December 2023	September 2024	10 months	Selective Tender	N/A	Fixed Price Contract
17	23/02\009\01	Supply of Vehicles	25101507	Acquisition of (2) Sport Utility Vehicles	June 2024	August 2024	2 months	Open Tender	10	Fixed Price Contract

**Annual Schedule of Planned Procurement
Information and Communication Technology Department (ICT)
2023-2024**

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
1.	23/02/001/09	Renewal – Managed Print Solution	81112501	Renewal of existing Managed Print Solution.	December 2023	December 2024	1 year	Sole Source	N/A	Fixed Term Contract
2.	23/02/001/23	AutoCAD licensing for Project Management Unit.	81112501	AutoCAD licensing for Project Management Unit to aid in technical drawings.	December 2023	December 2026	3 years	Open Tender	N/A	Fixed Term Contract
3.	23/03/001/02	Additional Network drops at AGLA Towers	83111601	Networking services for additional network drops at AGLA	December 2023	December 2024	1 year	Open Tender	N/A	Fixed Term Contract
4.	23/02/001/23	Renewal of Laptop warranty extension	81112501	Renewal of Laptop warranty extension for existing Ministry-issued laptops.	December 2023	December 2026	3 years	Sole Source	N/A	Fixed Term Contract
5.	23/02/001/23	Renewal of Absolute Resilience software Renewal – Absolute Resilience	81112501	Renewal of Absolute Resilience for Ministry-issued laptops.	January 2024	January 2027	3 years	Open Tender	N/A	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
6.	23/03/001/02	On-boarding of RGD Arima into Ministry's Voice Business Group	43221531	Networking services for the inclusion of RGD Arima into the Ministry's Cloud Voice Business Group.	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Term Contract
7.	23/03/001/04	Maintenance Kit for scanners	81112306	Maintenance Kit for Fujitsu scanners in production at the Ministry.	January 2024	February 2024	1 month	Selective Tender	N/A	Fixed Price Contract
8.	23/03/001/04	Digital Camera for Communications Unit	45121504	Acquisition of a Digital Camera for the Communications Unit.	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
9.	23/03/001/04	Graphic Editing Laptop for Communications Unit	43211503	Purchase of Graphic Editing Laptop for use by Graphic Artists in the Corporate Communications Unit.	February 2024	March 2024	1 month	Open Tender	N/A	Fixed Price Contract
10.	23/03/001/02	Upgrade of AGLA Conferencing Rooms	45111902	Review and upgrade of AGLA conferencing room.	February 2024	February 2024	1 month	Open Tender	10	Fixed Price Contract
11.	23/03/001/04	Upgrade of Audio-Visual equipment	52161600	Review and upgrade of Audio-Visual equipment used for presentations.	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
12.	23/03/001/04	Acquisition of additional trays for Lexmark printers	43212100	Additional trays for Lexmark printers for Civil Registry printers.	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
13.	23/03/001/04	Apple Mac Mini with Monitors	43211503	Apple Mac Mini with Monitors to be used by the Law Revision Commission.	January 2024	February 2024	1 month	Open Tender	N/A	Fixed Price Contract
14.	23/02/001/23	Renewal – AGLA website hosting	81112105	Renewal of existing AGLA website hosting and Maintenance from ITHIKOS.	March 2024	March 2027	3 years	Sole Source	N/A	Fixed Term Contract
15.	23/03/001/04	Desktop Printers	43211507	Desktop Printers to be used by Executive heads.	February 2024	March 2024	1 month	Open Tender	N/A	Fixed Price Contract
16.	23/03/001/04	Fujitsu Production Scanners	43211711	Purchase of Fujitsu Production Scanners for digitizing files.	February 2024	March 2024	1 month	Open Tender	10	Fixed Price Contract
17.	23/03/001/04	Lexmark Network Printers	43212100	Lexmark Network Printers for use by the Civil Registry.	February 2024	March 2024	1 month	Open Tender	N/A	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
18.	23/02/001/23	Renewal – 100 Adobe Pro DC Licenses	81112501	Renewal of Adobe Pro DC licenses for AGLA users.	April 2024	May 2025	1 year	Open Tender	N/A	Fixed Term Contract
19.	23/02/001/23	Renewal – 100 Adobe Pro DC Licenses	81112501	Renewal of Adobe Pro DC licenses for DPP users.	April 2024	May 2025	1 year	Open Tender	N/A	Fixed Term Contract
20.	23/02/001/23	Renewal – 3 Adobe Creative Cloud licenses	81112501	Renewal of Adobe Creative Cloud licenses for graphic artists.	April 2024	May 2025	1 year	Open Tender	N/A	Fixed Term Contract
21.	23/03/001/04	Desktop Computers	43211507	New computers to replace older devices for AGLA.	April 2024	May 2024	1 month	Open Tender	10	Fixed Price Contract
22.	23/03/001/04	Ultra-Portable Multimode Laptops	43211503	New executive laptops to replace obsolete laptops for AGLA.	April 2024	May 2024	1 month	Open Tender	10	Fixed Price Contract
23.	23/03/001/04	Admin Laptops	43211503	New admin laptops to replace older devices for AGLA.	April 2024	May 2024	1 month	Open Tender	10	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
24.	23/02/001/23	Renewal - ServicePRO Annual Software Assurance Plan	81112501	Renewal of ICT Division Help Desk and Inventory Management software.	May 2024	June 2025	1 year	Selective Tender	N/A	Fixed Term Contract
26.	23/03/001/02	Acquisition of Web Application Firewall	43222501	Procurement of Web Application Firewall for AGLA Web Applications.	May 2024	June 2024	1 month	Open Tender	N/A	Fixed Price Contract
27.	23/03/001/02	Network POE Switches	43211601	Upgrade of AGLA network infrastructure.	May 2024	June 2024	1 month	Open Tender	10	Fixed Price Contract
28.	23/03/001/04	HCI 10G switches	43211601	Purchase of switches to provide redundancy for the Ministry's Hyper Converged Infrastructure.	May 2024	June 2024	1 month	Open Tender	N/A	Fixed Price Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
29.	23/03/001/02	Access points	43222612	Upgrade of Access Points (AP) and switches.	June 2024	July 2024	1 month	Open Tender	10	Fixed Price Contract
30.	23/03/009/04	Backup solution for DPP servers.	81112220	Procurement and implementation of backup solution for the DPP's Office.	June 2024	July 2024	1 month	Open Tender	10	Fixed Price Contract
31.	23/02/001/28	Bank of Hours (20) support	81112200	Renewal of Bank of Hours (20) support	June 2024	July 2024	1 month	Sole Source	N/A	Fixed Term Contract
34.	23/03/001/02	Acquisition of Web Application Firewall	43222501	Procurement of Web Application Firewall VM to replace physical appliance approach End of Support (RGD)	March 2024	April 2024	1 month	Open Tender	N/A	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
35.	23/03/001/02	Network Core Switches	43211601	Upgrade of AGLA network switches which are approaching End of Support.	March 2024	April 2024	1 month	Open Tender	N/A	Fixed Price Contract
36.	23/03/001/02	Acquisition of Patch Management Solution	81112202	Procurement of Patch Management Solution for AGLA and DPP.	March 2024	April 2024	1 month	Open Tender	N/A	Fixed Term Contract
37	23/02/001/23	Renewal of firewall licenses	81112501	Renewal of firewall licenses for DPP North.	March 2024	April 2027	3 years	Selective Tender	10	Fixed Term Contract
38.	23/02/001/23	Renewal of EDR Subscription	81112501	Renewal of existing EDR subscription for AG and DPP.	March 2024	April 2025	1 year	Sole Source	N/A	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
39.	23/02/001/23	Renewal of VPN Solution	81112501	Renewal of VPN Solution	April 2024	May 2025	1 year	Open Tender	N/A	Fixed Term Contract
40.	23/02/001/23	Renewal of SSL Certificate	81112105	Renewal of SSL Certificates	August 2024	September 2025	1 year	Open Tender	N/A	Fixed Term Contract
40.	23/03/001/02	Acquisition of Privilege Access Management (PAM)	81161500	Procurement of Privilege Access Management (PAM) solution.	April 2024	May 2024	1 month	Open Tender	10	Fixed Term Contract
41.	23/02/001/23	Renewal HCI Files	81112501	Renewal of existing HCI Files solution for AGLA	April 2024	May 2027	3 years	Sole Source	10	Fixed Term Contract
42.	23/03/001/04	Acquisition of HCI Files	43222501	Procurement of HCI Files for the DPP's Office.	April 2024	May 2027	3 years	Sole Source	10	Fixed Term Contract

No	Project number (vote) if on-going project	Project Name	UNSPSC Codes	Brief description	Proposed date for issue of bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Stand still period (if applicable) (No of Days)	Contract Type
43.	23/02/001/23	Renew IPO webhosting	81112105	Renewal of web hosting services for IPO website.	May 2024	June 2025	1 year	Selective Tender	N/A	Fixed Term Contract
44.	23/03/007/02	Supply of Computer Hardware (IPO)	43210000	<p>Procurement of hardware to facilitate the efficient and effective delivery of IT services in the IPO. The following equipment will be required:</p> <ul style="list-style-type: none"> • Three (3) Laptops • One (1) Coloured Printer/Photocopier • Twenty (20) Display port to VGA adapters • Three (3) Switches 	Jan 2024	Sept 2024	NA	Open Tender	NA	Fixed Price Contract