

Ministry of Trade and Industry
Annual Schedule of Planned Procurement Activities
for the fiscal year October 2024 to September 2025

Date Published: 2024/12/05

Version: 1

No.	Project Number	Project Name	UNSPS Code (Level 3)	Brief Description	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Procurement Method	Standstill period (if applicable) – No. of days	Contract Type
1	TBD	Cleaning and Janitorial Services	76110000	Office Maintenance	Oct-24	Dec-25	Open Bidding	N/A	Fixed Price
2	TBD	Office Furniture	56101700	Office equipment and furniture	Jan-25	Apr-25	Open Bidding	N/A	Fixed Price
3	TBD	Catering Services	90101603	Catering	As required	Sep-25	Limited Bidding	N/A	Fixed Price
4	TBD	Electrical maintenance and repairs	73152108	General repairs to equipment	As required	Sep-25	Limited Bidding	N/A	Fixed Price
5	TBD	Employee assistance programs	84131609	Employee Assistance Programme	Jan-25	Aug-25	Limited Bidding	N/A	Fixed Price
6	TBD	Events management	80141607	Planning and Executing events under the Live Music District Programme	Jan-25	Dec-25	Limited Bidding	N/A	Fixed Price
7	TBD	Business and corporate management consultation services	80101500	Training and Mentorship Consultant for The Value Chain Investment Programme	Jan-25	Sep-25	Limited Bidding	N/A	Fixed Price
8	TBD	Business and corporate management consultation services	80101500	Training and Mentorship Consultant Entrepreneurial Proficiency Programme (EEP)	Feb-25	Sep-25	Limited Bidding	N/A	Fixed Price
9	TBD	Notebook Computers	43211503	Purchase of Laptops	Dec-24	Mar-25	Limited Bidding	N/A	Fixed Price
10	TBD	Photocopier rental or leasing service	80161801	Leasing of Multi-function copiers	Dec-24	Mar-25	Limited Bidding	N/A	Fixed Price
11	TBD	Computer Accessories	43211600	Purchase of Computer supplies	Nov-24	Jan-25	Limited Bidding	NA	Fixed Price

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12	TBD	Locks and security hardware and accessories	46171500	Installation of Keyless entry for Server and Store rooms	Nov-24	Feb-25	Limited Bidding	NA	Fixed Price
13	TBD	Information Technology Broadcasting and Telecommunications	43000000	Purchase of SRST router for IP Telephony System	Jan-25	Apr-25	Limited Bidding	NA	Fixed Price
14	TBD	Printing Equipment Maintenance	81101707	Servicing and repairs of multi-function copiers	As required	Sep-25	Limited Bidding	N/A	Fixed Price
15	TBD	Uninterruptable power supply (UPS)	39121011	Repair of UPS units	As required	Sep-25	Limited Bidding	N/A	Fixed Price
16	TBD	Uninterruptable power supply (UPS)	39121011	Servicing of 10 KVA UPS unit	Dec-24	Feb-25	Limited Bidding	N/A	Fixed Price
17	TBD	Uninterruptable power supply (UPS)	39121011	Servicing of 30 KVA UPS units	Mar-25	Jun-25	Limited Bidding	N/A	Fixed Price
18	TBD	Heating and Cooling and Air Conditioning	72151200	Servicing of AC unit in Server Room at Head Office	Jan-25	Sep-25	Limited Bidding	N/A	Fixed Price
19	TBD	Heating and Cooling and Air Conditioning	72151200	Servicing of AC units in Server Room in Barataria	Apr-25	Jun-25	Limited Bidding	N/A	Fixed Price
20	TBD	Wireless Access Network Equipment (WLAN)	43223108	Installation of network cabling on levels 9,11, 15 & 16	Jan-25	Mar-25	Limited Bidding	N/A	Fixed Price
21	TBD	Electrical Plugs	39121402	Installation of electrical plugs in Conference Rooms	Apr-25	Jul-25	Limited Bidding	N/A	Fixed Price
22	TBD	Back-up/Archival Software	43233415	Veeam Backup Licenses	Dec-24	Mar-25	Limited Bidding	N/A	Fixed Price

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23	TBD	Computer software licensing service	81112501	Acquisition and installation of GPS tracking software for laptops	Jan-25	Mar-25	Limited Bidding	N/A	Fixed Price
24	TBD	Computer software licensing service	81162202	Renewal of support for Nutanix Servers	May-25	Aug-25	Limited Bidding	N/A	Fixed Price
25	TBD	Telephone Support Service	81161708	Renewal of licenses for Cisco IP Telephony System	Jul-25	Sep-25	Limited Bidding	N/A	Fixed Price
26	TBD	Project Management Professional Services	80101600	Programme Management Services	Nov-24	Dec-25	Single Source Selection	N/A	Fixed Price
27	TBD	Procurement Services	80101706	Procurement and Contract Management Services	Nov-24	Dec-25	Single Source Selection	N/A	Fixed Price
28	TBD	Integrated Marine Logistics Services	71123010	Operations Management Services for the Implementation, Maintenance and Support of a Port Community System	Jan-25	Dec-25	Open Bidding	N/A	Fixed Price
29	TBD	Integrated Marine Logistics Services	71123010	Administrative Services for the Implementation, Maintenance and Support of a Port Community System	Jan-25	Dec-25	Open Bidding	N/A	Fixed Price
30	TBD	Technical Consultant Services	71161610	Technical Operator Services for the Implementation, Maintenance and Support of a Port Community System	Jan-25	Dec-25	Open Bidding	N/A	Fixed Price
31	TBD	Technical Support or Help Desk Services	81111811	Help Desk Attendant for the Implementation, Maintenance and Support of a Port Community System	Jan-25	Dec-25	Open Bidding	N/A	Fixed Price

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32	TBD	Integrated marine logistics services	71123010	Communications Management Services for the Implementation, Maintenance and Support of a Port Community System	Jan-25	Dec-25	Open Bidding	Fixed Price	
33	TBD	Business intelligence and data analysis software	43232314	Business Intelligence Software	Jul-25	Aug-25	Limited Bidding	N/A	
34	TBD	Promotional or Advertising Printing	52121505	Brochures and booklets, posters	Jan-25	Mar-25	Limited Bidding	N/A	Fixed Price
35	TBD	Press release services	82111901	Newspaper press releases/op-eds/articles	Jan-25	Mar-25	Limited Bidding	N/A	Fixed Price
36	TBD	Promotional Merchandise	80141605	Branded Shirts	Jan-24	June	Limited Bidding	N/A	Fixed Price
37	TBD	Conference Centres	90111601	Internal and external conferences, seminars and other functions	As required	Sep-25	Limited Bidding	N/A	Fixed Price
38	TBD	Minor Equipment and Accessories and Supplies		Video/photo camera and accessories	Jan-24	Apr-24	Limited Bidding	N/A	Fixed Price
39	TBD	Radio Placement	82101901	Radio advertising campaigns	Mar-24	Sep-24	Limited Bidding	N/A	Fixed Price
40	TBD	World Wide Web –WWW site operation host services	81112105	Website hosting and maintenance	Jan-25	Sep-25	Single Source Selection	N/A	Fixed Price
41	TBD	Promotional merchandise	80141605	Branded tokens	March 2025	Sep-25	Limited Bidding	N/A	Fixed Price
42	TBD	Promotional or advertising printing	82121505	Printing of Brochures	Mar-25	May-25	Limited Bidding	N/A	Fixed Price

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43	TBD	News and publicity services	82111900	Programme/ Grant	Jan-25	Sep-25	Limited Bidding	N/A	Fixed Price
44	TBD	Trade shows and exhibits	80141900	Design and build booth for Trade Show	Mar-25	May-25	Limited Bidding	N/A	Fixed Price
45	TBD	Trade shows and exhibits	80141900	Design and build booth for Agri-Expo	Jun-25	Aug-25	Limited Bidding	N/A	Fixed Price
46	TBD	Restaurants and catering	90100000	Corporate functions	Jan-25	Sep-25	Limited Bidding	N/A	Fixed Price
47	TBD	Public relations and professional communications services	80170000	Public outreach/exhibitions	Mar-25	Sep-25	Limited Bidding	N/A	Fixed Price
48	TBD	Data services	81112000	The provision of mobile data	Jan-25	Mar-25	Limited Bidding	N/A	Fixed Price
49	TBD	Online and social media publicity service	80171602	Social media and e-marketing	Jan-25	Sep-25	Limited Bidding	N/A	Fixed Price
50	TBD	Video production services	82131603	Video production support	As required	Sep-25	Limited Bidding	N/A	Fixed Price
51	TBD	Uniforms	53102700	Purchase of Uniforms for Scrap Metal Inspectors	As required	Sep-25	Limited Bidding	N/A	Fixed Price

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