

ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2023-2024

No.	Project Number	Project Name	UNSPSC Code Level 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) – No. of days	Contract Type
		Works:								
		Roof Works	72152600	Roof Repairs for the Administration Building, Valencia Training and Enterprise Academy (VTEA)	Jan 2024	April 2024	N/A	Limited Bidding		Fixed
		Upgrades	72101507	Facility upgrades to Valencia Training and Enterprise Academy (VTEA)	March 2024	August 2024	N/A	Limited Bidding	10	Fixed
		Upgrades	72101507	Facility upgrades to Waterloo Training & Enterprise Academy (WTEA)	March 2024	July 2024	N/A	Limited Bidding		Fixed
		Furniture, Fixtures and Equipment:								
		Outfitting/Installation	56101500	Outfitting/Installation of Furniture, Fixtures and Equipment for the New Administration Building	April 2024	July 2024	N/A	Limited Bidding	10	Fixed
		ICT Goods and Services:								
		Dell OptiPlex	81112300	Provision of 95 Dell OptiPlex 3000 Desktops	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed

		3000 Desktops								
		Dell Latitude 3000 Laptops	81112300	Provision of 15 Dell Latitude 3000 Laptops	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		MacOS Desktop Computers	81112300	Provision of 03 MacOS Desktop Computers	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		HP LaserJet Printers	81112300	Provision of 10 HP LaserJet Pro M479dw Printers	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		UPS	81112300	Provision of 70 APC BE600M1-LM UPS	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		Dell PowerEdge Servers	81112300	Provision of 6 Dell PowerEdge T450 Servers	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		FortiGate 80F Firewalls	81112300	Provision of 4 FortiGate 80F Firewalls	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		Ethernet Switches	81112300	Provision of 12 FortiSwitch 124-FPOE Ethernet Switches	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		Wi-Fi	81112300	Provision of 4 Ruckus Unleashed R550 Access Points Provision of 8 Ruckus R550 US Dualband Access Points	Nov 2023	Jan 2024	N/A	Sole Source Tender		Fixed
		Multimedia Projectors	81112300	Provision of 8 Multimedia Projectors	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		PA System	81112300	Provision of a PA System	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		Access Control System	81112300	Provision of Access Control System (16 Buildings)	Nov 2023	Jan 2024	N/A	Limited Bidding		Fixed
		General Waste Disposal	76121500	Provision of bins for the collection and disposal of general solid waste	Feb 2024	April 2024	N/A	Limited Bidding		Fixed

		Bottled Drinking Water & Servicing of Water Dispensers	50202300	Provision of 5 Gallon bottled water and servicing of water dispensers at YTEPP Limited locations	Feb 2024	April, 2024	N/A	Single Source Tender		Fixed
		Servicing of a/cs	76111500	Servicing of a/cs at xx facilities	March 2024	June 2024	N/A	Limited Bidding		Fixed
		Cleaning and Sanitising Offices at full time centres	47130000	Cleaning and Sanitising Offices at full time centres	Bi-Annually effective Oct 2023	Bi-Annually effective Oct 2023	N/A	Limited Bidding		
		Fresh Vegetables		Supply of Vegetables to ICA	March 2024	July 2024	N/A	Framework Agreement		Fixed
		Pest Control	72102100	Provision of pest control services for YTEPP premises	February 2024	April 2024	N/A	Limited Bidding		Fixed
		Fire Life Safety Devices	72101516	Servicing of FireLife Safety at Full-time Centres	Jan 2024	April 2024	N/A	Limited Bidding		Fixed
		Janitorial Services	76110000	Provision of Janitorial Services to ICA	March 2024	May 2024	N/A	Limited Bidding		Fixed
		Supply and servicing of Sanitary Units		Supply and servicing of Sanitary Units at 11 locations/offices	Feb 2024	May 2024	N/A	Limited Bidding		Fixed

		Training Supplies/ consumables:		Consumables for NEC courses (face-to-face classes)	Bi-Annually effective Oct 2023	Bi-Annually effective Oct 2023	N/A	Limited Bidding		
		Events Decorating	60106100	Training Consumables	"	"		Limited Bidding		
		Festival Arts	60106100	Training Consumables	"	"		Limited Bidding		
		Building Electrical	60106100	Training Consumables	"	"		Limited Bidding		
		Food Preparation	60106100	Training Consumables	"	"		Limited Bidding		
		Skills for the Automated Office	60106100	Training Consumables	"	"		Limited Bidding		
		Plumbing	60106100	Training Consumables	"	"		Limited Bidding		
		Tailoring	60106100	Training Consumables	"	"		Limited Bidding		
		Graphics	60106100	Training Consumables	"	"		Limited Bidding		
		Bread, Cakes & Pastries	60106100	Training Consumables	"	"		Limited Bidding		
		Hair Dressing	60106100	Training Consumables	"	"		Limited Bidding		
		Beauty Therapy	60106100	Training Consumables	"	"		Limited Bidding		
		Patient Care Assistant	60106100	Training Consumables	"	"		Limited Bidding		
		Child Care Assistant	60106100	Training Consumables	"	"		Limited Bidding		
		Small Business Management	60106100	Training Consumables	"	"		Limited Bidding		
		Welding	60106100	Training Consumables	"	"		Limited Bidding		

		Catering for meetings	90101603	Catering services for refreshments for monthly meetings	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Cleaning Supplies	47130000	Supply of cleaning items for various offices/locations	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Groceries	47130000	Cleaning supplies, teas and coffee.	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Insurance - Group Health	84131600	Group health plan	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Single Source Selection		
		Insurance - Property	64121500	Property insurance	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Single Source Selection		
		Insurance - Vehicle	84131503	Vehicle insurance	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Single Source Selection		
		Local Travel - Airfare	78111500	Airfare tickets	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Sole Source selection		
		Local Travel - Boat (Ferry)	25111508	Ferry tickets	Bi-Annually effective Oct 2023	Bi-Annually effective Oct 2023	N/A	Sole Source selection		
		Local Travel - Transportation		Trainee and bus transportation	Bi-Annually effective Oct 2023	Bi-Annually effective Oct 2023	N/A	Limited Bidding		

		Maintenance - Electrical	72000000	Electrical repairs and maintenance	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Maintenance - Fire/HSE	72101516	Fire alarm and fire extinguisher maintenance	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Maintenance - General	76111500	Pest control, air conditioning, elevator, school repairs and maintenance	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Maintenance - Landscaping	72102902	Landscaping	Jan 2024	Mar 2024	N/A	Limited Bidding		
		Maintenance - Plumbing	72101510	Plumbing repairs and maintenance	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Motor Vehicle Expenses - Gas & Oil	15101506	Training materials for the various courses:	Monthly effect Oct 2023	Monthly effect Oct 2023	N/A	Limited Bidding		
		Motor Vehicle Expenses - Repairs	78181500	Vehicle repairs and maintenance	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Office Supplies	82121507	Pens, staples, rulers, calculator etc.	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		

		Printing and Stationary - Paper	14111507	Paper	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Printing and Stationary - Toner/Ink	44103103	Toner & ink	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Professional Expenses -IR Consultancy	80101511	IR consultant	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Sole Source Selection		
		Professional Expenses - HR Consultancy	80101511	HR consultant	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Sole Source Selection		
		Professional Expenses - Legal/Secretarial	80101511	Corporate Secretary	Effective Oct 2023	Effective Oct 2023	N/A	Sole Source selection		
		Professional Expenses - Medical	80101511	Medical	As required	N/A	N/A	Limited Bidding		
		Professional Expenses - legal	80101511	Legal	As required	N/A	N/A	Limited Bidding		
		Professional Expenses - internal and external verifiers	86101710	Internal and external verifiers	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		

		Professional Expenses - Training Providers	86101710	Training providers and life skills: Agro- Processing, Air Conditioning and Refrigeration, Automotive Maintenance, Commercial Food Preparation, Data Operations, Draughting and Construction, Grow Box, Hydroponics, Mani Padi, Music Producer, Plant Propagation, Bread, Cakes and Pastries, Editing and Advance Camera Operations, Tailoring and Woodworking.	June 2024	September 2024	N/A	Limited Bidding		
		Rent - Office	80131500	Office rent	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Single Source Selection		
		Rent - Other (yard bins)	76121500	Yard bins	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Single Source Selection		
		Rent - Other (accommodation & car rental)	78111808/ 90011180 0	Accommodations, car rental	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Rent - Other (mats, sanitary bins)		Mats, sanitary bins	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Staff Training	86111604	Training and workshops	As required	As required	N/A	Limited Bidding		

		Utilities - Electricity	83101800	Electricity	Cyclically effective Oct 2023	Cyclically effective Oct 2023	N/A	Sole Source Selection		
		Utilities - Internet	81112100	Internet	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Utilities - Telephone	83111600	Telephone	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Single Source Selection		
		Utilities - Water	83101500	Water	Quarterly effective Oct 2023	Quarterly effective Oct 2023	N/A	Limited Bidding		
		Computer Expenses - Licenses/subscription:		Microsoft, McAfee, SRM, TeamViewer, HostGator, Micropay and Firewall licenses						
		Microsoft Volume Licenses	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Microsoft Cloud Server-Moodle	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		McAfee Enterprises Licenses	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		SRM Licenses	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		TeamViewer	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		

		HostGator/ Website	81112501	Website	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		JotForms	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Firewall Licenses	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Micropay	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Zoom	81112501	Licenses	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Computer Expenses - Accessories	43211600	keyboards, cables, accessories, etc	As required	As required	N/A	Limited Bidding		
		Advertiseme nt - Newspapers	82111904	Newspapers advertisements	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Advertiseme nt - Other	82131604	Photography, Videography, Flyers, Signage	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		
		Graduation Expenses	55101532	Graduation expenses, venue rental, décor and certificates	Annually effective Oct 2023	Annually effective Oct 2023	N/A	Limited Bidding		
		Advertiseme nt - Media/Social	83121705	Facebook, Instagram, LinkedIn, Video Brochure, Radio, TTT, Website hosting	Monthly effective Oct 2023	Monthly effective Oct 2023	N/A	Limited Bidding		

