

ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2024-2025										
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
		<b>ICT Goods and Services:</b>								
1	N/A	Annual Microsoft Open Value Software Subscription	81112500	Provision of Annual Microsoft Open Value Software Subscription	Nov 2024	Nov 2025	N/A	Limited Bidding	N/A	Fixed
2	N/A	PA System	81112300	Provision of a PA System	Nov 2024	March 2025	N/A	Limited Bidding	N/A	Fixed
3	N/A	Lab Graphics Software	81111500	Provision of Lab Graphics Software	Nov 2024	March 2025	N/A	Limited Bidding	N/A	Fixed
4	N/A	Mobile Multimedia	81161800	Provision of Mobile Multimedia	Nov 2024	March 2025	N/A	Limited Bidding	N/A	Fixed
5	N/A	General Waste Disposal	76121500	Provision of bins for the collection and disposal of general solid waste	N/A	N/A	N/A	Single Source Selection	N/A	N/A
6	N/A	Servicing of a/cs	76111500	Servicing of a/cs at xx facilities	N/A	N/A	N/A	RFQ (Low Risk / Low Value) / Single Source Selection	N/A	N/A

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7	N/A	Cleaning and Sanitising Offices at full-time centres	47130000	Cleaning and Sanitising Offices at full-time centres	N/A	N/A	N/A	Single Source Selection	N/A	N/A
8	N/A	Pest Control	72102100	Provision of pest control services for YTEPP premises	N/A	N/A	N/A	Single Source Selection	N/A	N/A
9	N/A	Janitorial Services	76110000	Provision of Janitorial Services to ICA	N/A	N/A	N/A	Single Source Selection	N/A	N/A
		<b>Training Supplies/ consumables:</b>		<b>Consumables for NEC courses (face-to-face classes)</b>	April 2025	September 2025	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
10	N/A	Graphic Design NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
11	N/A	Hair Dressing NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
12	N/A	Beauty Therapy	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
13	N/A	Plumbing NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
14	N/A	Building Electrician Assistant NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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15	N/A	Care for the Elderly NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
16	N/A	Patient Care Assistant 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
17	N/A	Patient Care Assistant Level 2	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
18	N/A	Food Preparation	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
19	N/A	Child Care Attendant NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
20	N/A	Child Care Attendant Level 2	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
21	N/A	Bread Cakes & Pastry Making	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
22	N/A	Cake Making & Decorating	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
23	N/A	Tailoring	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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24	N/A	Dress Making & Design	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
25	N/A	Events Decorating NEC Level 1	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
26	N/A	Household Furnishings	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
27	N/A	Office Assistant	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
28	N/A	Barber Stylist	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
29	N/A	Nail Technology	60106100	Training Consumables	"	"	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
30	N/A	Computer Graphics (Desktop Publishing) Level 2	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
31	N/A	Bartending NEC Level 1	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
32	N/A	Tour Guide (Escort) NEC Level 1	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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33	N/A	Advance Welding & Fabrication	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
34	N/A	Heavy Struc Fab & Basic Welding	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
35	N/A	Light Aluminium Fabrication	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
36	N/A	Rotating Equipment Main & Repair	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
37	N/A	Ship & Industrial Maritime Repair	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
38	N/A	Welding Level 1 (SMAW & GMAW)	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
39	N/A	Valve Maintenance & Repairs	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
40	N/A	Barbering	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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41	N/A	Esthetics	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
42	N/A	Hair Dressing Level 2	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
43	N/A	Retraining Hydro-phonics	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
44	N/A	Retraining Growbox	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
45	N/A	Practical Cafeteria Operational	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
46	N/A	Furniture Making & Wood Working Level 1	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
47	N/A	Welding Level 1	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
48	N/A	Grow Box/Amenity Horticulture Level 1	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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49	N/A	Cosmetology / Esthetics	60106100	Training Consumables	“	“	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
50	N/A	Cleaning Supplies	47130000	Supply of cleaning items for various offices/locations	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
51	N/A	Groceries	47130000	Cleaning supplies, teas and coffee.	N/A	N/A	N/A	RFQ (Low Risk / Low Value) / Single Source Selection	N/A	N/A
52	N/A	Local Travel - Airfare	78111500	Airfare tickets	N/A	N/A	N/A	Sole Source selection	N/A	N/A
53	N/A	Maintenance - Electrical	72000000	Electrical repairs and maintenance	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
54	N/A	Maintenance - Fire/HSE	72101516	Fire alarm and fire extinguisher maintenance	N/A	N/A	N/A	RFQ (Low Risk / Low Value) / Single Source Selection	N/A	N/A
55	N/A	Maintenance - General	76111500	Pest control, air conditioning, elevator, school repairs and maintenance	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A

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56	N/A	Maintenance - Landscaping	72102902	Landscaping	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
57	N/A	Maintenance - Plumbing	72101510	Plumbing repairs and maintenance	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
58	N/A	Motor Vehicle Expenses - Repairs	78181500	Vehicle repairs and maintenance	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
59	N/A	Office Supplies	82121507	Pens, staples, rulers, calculator etc.	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
60	N/A	Printing and Stationary - Paper	14111507	Paper	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
61	N/A	Printing and Stationary - Toner/Ink	44103103	Toner & ink	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
62	N/A	Professional Expenses - Legal/Secretarial	80101511	Corporate Secretary	N/A	N/A	N/A	Sole Source selection	N/A	Fixed
63	N/A	Professional Expenses -Medical	80101511	Medical	N/A	N/A	N/A	RFQ (Low Risk / Low Value Single Source Selection	N/A	
64	N/A	Professional Expenses - Training Providers	86101710	Training providers and life skills: Agro-Processing, Air Conditioning and	N/A	N/A	N/A	Single Source Selection	N/A	N/A



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				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.						
65	N/A	Rent - Other (yard bins)	76121500	Yard bins	N/A	N/A	N/A	Single Source Selection	N/A	N/A
66	N/A	Utilities - Water	83101500	Water	N/A	N/A	N/A	Single Source Selection	N/A	N/A
67	N/A	Computer Expenses - Accessories	43211600	keyboards, cables, accessories, etc	N/A	N/A	N/A	RFQ (Low Risk / Low Value)	N/A	N/A
68	N/A	Advertisement - Newspapers	82111904	Newspapers advertisements	N/A	N/A	N/A	Single Source Selection	N/A	N/A

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69	N/A	Advertisement - Other	82131604	Photography, Videography, Flyers, Signage	N/A	N/A	N/A	RFQ (Low Risk / Low Value) Single Source Selection	N/A	N/A
70	N/A	Elevator Lifts	72101506	Maintenance of elevators at ICA and IOC	N/A	N/A	N/A	Single Source Selection	N/A	N/A
71	N/A	Bottled Drinking Water & Servicing of Water Dispensers	50202300	Provision of 5 Gallon bottled water and servicing of water dispensers at YTEPP Limited locations	Jan 2025	Dec 2028	N/A	Single Source Selection	N/A	Fixed
72	N/A	Pest Control	72102100	Provision of pest control services for YTEPP premises	Jan 2025	Dec 2025	N/A	Limited Bidding	N/A	Fixed
73	N/A	General Waste Disposal	76121500	Provision of bins for the collection and disposal of general solid waste	Jan 2025	Dec 2028	N/A	Limited Bidding	N/A	Fixed
74	N/A	Building Insurance	84131500	Woodford Lodge: Property All Risk	Dec 2024	Dec 2025	N/A	Limited Bidding	N/A	Fixed
75	N/A	Asset Insurance	84131500	Property All Risk (Anywhere in T&T)	Dec 2024	Dec 2025	N/A	Limited Bidding	N/A	Fixed