

No.	PROJECT NUMBER	PROJECT NAME	UNSPSC	BRIEF DESCRIPTION	PROPOSED DATE FOR ISSUE OF BIDDING DOCUMENTS	ESTIMATED DATE OF COMPLETION	ESTIMATED PROJECT DURATION (For Works and Services)	PROCUREMENT METHOD	STANDSTILL (DAYS) [if applicable]	CONTRACT TYPE
1	TBD	Provision of Videography & Photography Services	82131600	Videography & Photography Services needed for the Sittings of the Tobago House of Assembly and other functions	TBD	As Needed	Monthly	RFQ	N/A	Variable
2	TBD	Supply and Delivery of Computers	43211500	Supply and Delivery Computers	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
3	TBD	Purchase of Vehicle	25101503	Purchase of an Executive Vehicle (SUV)	TBD	As Needed	Once	RFQ	N/A	Fixed Price
4	TBD	Supply and Delivery of Printers	43212100	Purchase of Printers	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
5	TBD	Bottled Water	50202301	Bottled water required for the functioning of the Assembly Legislature	TBD	As Needed	Monthly	RFQ	N/A	Fixed Price
6	TBD	Toiletries	14111700	Toiletries required for the functioning of the Assembly Legislature	TBD	As Needed	Quarterly	RFQ	N/A	Fixed Price
7	TBD	Catering Services	90101600	Catering Services required for the Sittings of the House/Meetings/Other Functions	TBD	As Needed	As Required	RFQ	N/A	Variable
8	TBD	Cleaning Supplies	47131800	Cleaning Supplies required for routine maintenance of buildings	TBD	As Needed	Quarterly	RFQ	N/A	Fixed Price
9	TBD	Provision of Refreshments	50000000	Refreshments required for meetings/Sittings of the House	TBD	As Needed	As Required	RFQ	N/A	Variable

10	TBD	Television Broadcasting	83121700	Television Broadcasting of the Sittings of the House	TBD	As Needed	Monthly	RFQ	N/A	Fixed Price
11	TBD	IT Equipment	52161545	Purchase of a video recorder to be used during the Sittings of the House	TBD	As Needed	Once	RFQ	N/A	Fixed Price
12	TBD	Bar Services	90101600	Required for Independence Day Celebrations and The People's Gala and other Events	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
13	TBD	Decorative Services	10000000	Required for Independence Day Celebrations and The People's Gala and other Events	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
14	TBD	Office Furniture	56101700	Furniture inclusive of desks, chairs, filing cabinets	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
16	TBD	Entertainment	90155050	DJ Services for Events	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
17	TBD	Tents, Cocktail Tables & Table Covers	57060401	Rental of Tents, Cocktail Tables & Table Independence Day Celebrations, People's Gala and other functions	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
18	TBD	Advertising Services	82100000	Advertising for the Night of Mystery Program	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
19	RFP	Security Services	92121504	Provision of Security Services for the Assembly Legislature Building	TBD	As Needed	Monthly	Limited Bidding	10	Variable
20	RFP	Janitorial Services	76110000	Provision of Janitorial Services for the Assembly Legislature Building	TBD	As Needed	Monthly	Limited Bidding	10	Variable

21	TBD	Printing Services	55100000	Printing of Invitations for the for various Events	TBD	As Needed	As Required	RFQ	N/A	Variable
22	TBD	Airline Tickets	78111502	Supply of Airline Tickets for domestic and international travel	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
23	TBD	Hotel Accommodations	90111800	Supply of Hotel Rooms related to official travel	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
24	TBD	Ground Transportation	78111800	Supply of ground transport related to official travel and other events	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
25	TBD	Postal Supplies	78102201	Supply of Postage Supplies	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
26	TBD	Ink and Toner	44000000	Supply of ink and toner for multiple printers	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
27	TBD	Maintenance of Office Equipment	72154066	Servicing of printers/photocopiers including replacement of parts	TBD	As Needed	As Required	Limited Bidding	N/A	Variable
	TBD	IT Equipment	43210000	IT equipment	TBD	As Needed	As Required	Limited Bidding	N/A	Fixed Price
	TBD	Electrical Equipment	39120000	Provision of Electrical Equipment, Components and Supplies	TBD	As Needed	As Required	Limited Bidding	N/A	Fixed Price
	TBD	Software	43233200	Supply of an Antivirus Software for the Division of Community Development, Youth Development and Sport Servers	TBD	As Needed	As Required	Limited Bidding	N/A	Fixed Price
	TBD	Software Renewal of Fortinet Licenses	81112501	Renewal of Fortinet Licenses	TBD	As Needed	Yearly	RFQ	N/A	Variable

	TBD	Building & Facility Maintenance and Repair Services	72101500	Building & Facility Maintenance and Repair Services	TBD	As Needed	As Required	RFQ	N/A	Variable
	TBD	IT Equipment Purchase of Electronic Devices	43210000	Purchase of Electronic Devices	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Computer & Technology-based Services	81000000	Computer & Technology-based Services , Computer & Printer Services, Network Cabling & Server Room Upgrade	TBD	As Needed	As Required	RFQ	N/A	Variable
	TBD	Cyber Security Software	43232600	Provision of Cyber Security Software As Required	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Events Management	80141607	Events Management Services for activities hosted by the Assembly	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
		Professional artists and performers	82150000	Professional artists and performers	TBD		As Required	RFQ		Variable
Com muni cation s	TBD	Design & Graphic Fine Art ,	82000000	Branded graphical presentations of Assembly achievements, new, updates, recognitions	TBD	As Needed	As Required	RFQ	N/A	Variable
	TBD	Rodent control	72102106	Provision of quarterly pets control services	TBD	As Needed	As Required	RFQ	N/A	Variable
	TBD	Passenger Marine Transportation	78000000	Sea travel to Trinidad for staff and student	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Training of Staff	86100000	Training Staff Members		As Needed	As Required	RFQ		Fixed Price
	TBD	Sound System / PA System	45110000	Sound System & PA System Various Events	TBD	As Needed	As Required	RFQ		Fixed Price

	TBD	Repairs to Equipment	72154000	Repair and Maintenance of Printers, Computers, Other Office Equipment	TBD	As Needed	As Required	RFQ	N/A	Variable
	TBD	Education and Training Services	86000000	Provision for Training of Staff in various subject areas	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Distribution and Conditioning/Equipment /Supplies	40101700	Provision of Cooling Equipment/parts and accessories	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Personal Protective Equipment	46181500	Supply and Delivery of PPE Items such as safety boots, vest, hats, pants/shirts	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Published Products	55000000	Provision of Branded Tokens	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Computer Equipment Accessories	43210000	Provision of Computer/ Server Equipment	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Website Development	43232400	To Development and Maintain Division's website	TBD	As Needed	As Required	Limited Bidding	N/A	Variable
	TBD	Motor Vehicle Expenses	78181700	Supply of Fuel (Gas and Diesel) required for Vehicles Owned by the Division of Community Development, Youth Development and Sports	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	To Supply Motor Vehicles for the Assembly	25101500	To Supply Motor Vehicles	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
	TBD	Fixed Assets Module Software	43231600	Supply, Install and Support Fixed Assets Software	TBD	As Needed	As Required	Limited Bidding	N/A	Variable
28	TBD	Maintenance of Vehicles	78181500	Servicing and repairs to the Division's Official Vehicles including replacement of parts and tyres	TBD	As Needed	As Required	RFQ	N/A	Variable

29	TBD	Clothing	53101700	Supply of cardigans to be used for the official business	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
30	TBD	Safety Supplies	57030400	Supply of PPE	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
31	TBD	Air Conditioning Units	40101701	Supply of AC Units for various offices	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
32	TBD	Maintenance of AC Units	72101511	Servicing of AC units and parts replacement	TBD	As Needed	As Required	RFQ	N/A	Variable
33	TBD	Stationery	44000000	Supply of Stationery for office use	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
34	TBD	IT Equipment	44000000	Supply of Waste Toner Baskets for repairs to a photocopier	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
35	TBD	Software subscription	81112500	Supply of a software subscription for graphic design	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
36	TBD	IT Equipment	43211600	Replacement of a Power Adapter Charger for a Laptop	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
37	TBD	Laundry Services	91111500	Laundry & Dry Cleaning linens	TBD	As Needed	As Required	RFQ	N/A	Variable
38	TBD	Branded Items	49101700	Memorabilia	TBD	As Needed	As Required	RFQ	N/A	Variable

39	TBD	Domestic Appliances	52000000	Small & Large Kitchen Appliances and Electronics	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
40	TBD	Rubbing Alcohol	51471900	Rubbing Alcohol	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
41	TBD	Lecterns & Sound Systems	45111500	Supply of Lecterns & Sound Systems for various programs/functions	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
42	TBD	Mobile Devices	43190000	Supply of mobile devices for official office use	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
43	TBD	Electrical Components & Lighting	39000000	Supply of electrical parts & lighting	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
44	TBD	First Aid Kit	42192420	Supply of a First Aid Kit	TBD	As Needed	As Required	RFQ	N/A	Fixed Price
45	TBD	Clothing	53101600	Supply of Branded T-Shirts	TBD	As Needed	As Required	RFQ	N/A	Fixed Price

TBD: To Be Determined
RFP: Request for Proposal
NA: Not Applicable

RFQ: Request for Quotation
ITT: Invitation to Tender