



**TOBAGO URBAN & RURAL HOUSING
CORPORATION LTD**

ANNUAL PROCUREMENT PLAN

FINANCIAL YEAR 2024/2025

IMPORTANT NOTICE

In accordance with Section 27 (Information on possible forthcoming procurement) of the Public Procurement and Disposal of Public Property Act, as amended. Suppliers and Contractors are to note undermentioned regarding the publication of this notice:

This document is intended for informational purposes only and does not constitute commitment or offer on the part of Tobago Urban & Rural Housing Corporation Ltd (hereafter referred to as TURHC) to procure goods, services or works. The planned procurement activities outlined in the Document does not constitute a solicitation nor oblige TURHC to issue a solicitation or confer any rights on suppliers or contractors.

The information contained in this Document is based on the best available data at the time of preparation. While every effort has been made to ensure the accuracy and completeness of the information provided, TURHC does not guarantee the absence of errors or inaccuracies. This document may be subject to updates, revisions, or amendments as circumstances change or new information becomes available.

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LEVERAGE PROCURMENT
ACTIVITIES

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
LEVERAGE PROCUREMENT ACTIVITIES (LOW SUPPLY RISK AND RELATIVELY HIGH VALUE)										
1	RFP __/2024/2025	LANDCLEARING AT RISELAND HOUSING ESTATE, RISELAND, CARNBEE, TOBAGO	72102902	TREE CLEARING & BRUSHCUTTING THROUGHOUT THE DEVELOPMENT	JAN-MAR, 2025	TBD	2 WEEKS	LIMITED BIDDING/ SINGLE SOURCE	N/A	UNIT PRICE
2	RFP __/2024/2025	LANDCLEARING AT ADELPHI HOUSING ESTATE, ADELPHI, MASON HALL, TOBAGO	72102902	TREE CLEARING & BRUSHCUTTING THROUGHOUT THE DEVELOPMENT	JAN-MAR, 2025	TBD	1 MONTH	LIMITED BIDDING	N/A	UNIT PRICE
3	RFP __/2024/2025	LAND CLEARING AT SHIRVAN ESTATE, SHIRVAN, TOBAGO	72102902	TREE CLEARING & BRUSHCUTTING THROUGHOUT THE DEVELOPMENT	JAN-MAR, 2025	TBD	1 MONTH	LIMITED BIDDING	N/A	UNIT PRICE
4	RFP __/2024/2025	LANDCLEARING AT BACOLET ESTATE, BACOLET, TOBAGO	72102902	TREE CLEARING & BRUSHCUTTING THROUGHOUT THE DEVELOPMENT	JAN-MAR, 2025	TBD	1 MONTH	LIMITED BIDDING	N/A	UNIT PRICE
9	RFQ_/2024/2025	VALUATION SERVICES AT BACOLET ESTATE, BACOLET, TOBAGO	72000000	LAND VALUATION SERVICES	JAN-MAR, 2025	TBD	1 MONTH	LIMITED BIDDING	N/A	RFQ-
10	RFQ_/2024/2025	SURVEYING SERVICES AT BACOLET ESTATE, BACOLET, TOBAGO	72000000	TO ESTABLISH BOUNDARIES AND LOTS WITHIN THE ESTATE	JAN-MAR, 2025	TBD	2 MONTHS	LIMITED BIDDING	N/A	RFQ-
11	RFQ_/2024/2025	SURVEYING SERVICES AT ADELPHI ESTATE , MASON HALL, TOBAGO	72000000	TO ESTABLISH BOUNDARIES AND LOTS WITHIN THE ESTATE	JAN-MAR, 2025	TBD	2 MONTHS	LIMITED BIDDING	N/A	RFQ-

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STRATEGIC PROCUREMENT
ACTIVITIES

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STRATEGIC PROCUREMENT ACTIVITIES (HIGH SUPPLY RISK AND RELATIVELY HIGH VALUE)										
1	RFP __/2024/2025	DESIGN-BUILD-FINANCEPROVISION OF DESIGN, BUILD, FINANCE SERVICES FOR RISELAND HOUSING DEVELOPMENT, CARNBEE, TOBAGO	72111100	CONSTRUCTION OF HOUSING UNITS AND ASSOCIATED WORKS	JAN-MAR, 2025	TBD	18 MONTHS	LIMITED BIDDING	10	FIDIC SILVER BOOK
2	RFP __/2024/2025	DESIGN-BUILD-FINANCEPROVISION OF DESIGN, BUILD, FINANCE SERVICES FOR ADELPHI HOUSING DEVELOPMENT, MASON HALL, TOBAGO	72111100	CONSTRUCTION OF HOUSING UNITS AND ASSOCIATED WORKS	JAN-MAR, 2025	TBD	2 YEARS	LIMITED BIDDING	10	FIDIC SILVER BOOK
3	RFP __/2024/2025	DESIGN-BUILD-FINANCEPROVISION OF DESIGN, BUILD, FINANCE SERVICES FOR SHIRVAN HOUSING DEVELOPMENT, SHIRVAN, TOBAGO	72111100	CONSTRUCTION OF HOUSING UNITS AND ASSOCIATED WORKS	APR-JUNE, 2025	TBD	2 YEARS	LIMITED BIDDING	10	FIDIC SILVER BOOK
4	RFP __/2024/2025	DESIGN-BUILD-FINANCEPROVISION OF DESIGN, BUILD, FINANCE SERVICES FOR BACOLET HOUSING DEVELOPMENT, SHIRVAN, TOBAGO	72111100	CONSTRUCTION OF HOUSING UNITS AND ASSOCIATED WORKS	APR-JUNE, 2025	TBD	18 MONTHS	LIMITED BIDDING	10	FIDIC SILVER BOOK
5	RFP __/2024/2025	SUPPLY OF CONSULTANCY SERVICES	80000000	CONSULTANCY TO DEVELOP A STRATEGIC PLAN FOR TURHC	JAN-MAR, 2025	May-25	100 DAYS	LIMITED BIDDING	N/A	CONTRACT

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ROUTINE PROCUREMENT ACTIVITIES

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
ROUTINE PROCUREMENT ACTIVITIES (LOW SUPPLY RISK AND RELATIVELY LOW VALUE)										
1	RFQ __/2024/2025	PROVISION OF CATERING AND BEVERAGE SERVICES	90101603	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
2	RFQ __/2024/2025	SUPPLY AND DELIVERY OF OFFICE STATIONERY AND SUPPLIES	44121638	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
3	RFQ __/2024/2025	PROVISION OF NEWSPAPER ADVERTISING SERVICES	82101504	N/A	AS NEEDED BASIS	TBD	TBD	LIMITED BIDDING	N/A	PURCHASE ORDER
4	RFQ __/2024/2025	SUPPLY, BRANDING AND DELIVERY OF PROMOTIONAL ITEMS	82121505	BRANDED MEMORABILIA, PARAPHERNALIA, BANNERS, JERSEYS, FLAGS, TABLE CLOTH	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
7	RFQ __/2024/2025	PROVISION OF GROCERY ITEMS	5000000	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
9	RFQ __/2024/2025	PROVISION OF NETWORKING SUPPLIES	43221700	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
10	RFQ __/2024/2025	SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING AND PREVENTATIVE MAINTENANCE OF BOTTLELESS WATER COOLER	40161502	JAN-MAR, 2025	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
11	RFQ __/2024/2025	SUPPLY AND INSTALLATION SIGNAGE FOR OFFICE BUILDING AND OTHER ASSETS	55121700	N/A	AS NEEDED BASIS	TBD	TBD	LIMITED BIDDING	N/A	PURCHASE ORDER
12	RFQ __/2024/2025	SUPPLY AND INSTALLATION OF HAND SANITISER DISPENSERS WITH TEMPERATURE CHECK FUNCTION	47131704	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
13	RFQ __/2024/2025	SUPPLY, DELIVERY AND INSTALLATION OF COMMERCIAL TOILET PAPER DISPENSERS	47131710	N/A	AS NEEDED BASIS	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
14	RFQ __/2024/2025	SUPPLY, DELIVERY AND INSTALLATION OF COMPUTERS WITH ASSOCIATED HARDWARE & SOFTWARE	43000000	COMPUTERS, PRINTERS, KEYBOARDS, VOLTAGE REGULATORS, OFFICE SOFTWARE	JAN-MAR 2025	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
15	RFQ __/2024/2025	SUPPLY, DELIVERY OF OFFICE FURNITURE	56000000	DESKS, CHAIRS	JAN-MAR 2025	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
16	RFQ __/2024/2025	SUPPLY OF OFFICE EQUIPMENT	44000000	FILING CABINETS, SHREDDER, SMALL SAFE, CASH BOX	JAN-MAR 2025	TBD	N/A	LIMITED BIDDING	N/A	PURCHASE ORDER
17	RFQ __/2024/2025	SUPPLY OF CONSULTANCY SERVICES	82000000	SUPPLY OF GRAPHIC DESIGN SERVICES TO BRAND TURHC	JAN-MAR 2025	TBD	N/A	LIMITED BIDDING	N/A	CONTRACT

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<i>ROUTINE PROCUREMENT ACTIVITIES (LOW SUPPLY RISK AND RELATIVELY LOW VALUE)</i>										
18	RFQ __/2024/2025	SUPPLY OF CONSULTANCY SERVICES	80000000	SUPPLY OF ACCOUNTING SERVICES TO TURHC	Dec-24	6 MONTHS	N/A	LIMITED BIDDING	N/A	CONTRACT

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BOTTLENECK PROCUREMENT
ACTIVITIES

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<i>BOTTLENECK PROCUREMENT ACTIVITIES (HIGH SUPPLY RISK AND RELATIVELY LOW VALUE)</i>										
1	RFQ __/2024/2025	PROVISION OF PREVENTATIVE MAINTENANCE TO PHOTOCOPIERS	72154066	N/A	QUARTERLY	TBD	TBD	SINGLE SOURCE	N/A	PURCHASE ORDER
2	RFQ __/2024/2025	SUPPLY AND DELIVERY OF TONERS FOR PHOTOCOPIERS	45121514	N/A	AS NEEDED BASIS	TBD	N/A	SINGLE SOURCE	N/A	PURCHASE ORDER



We thank all the suppliers and contractors for their dedicated perusal and keen interest in the Tobago Urban & Rural Housing Corporation Ltd's Annual Schedule of Planned Procurement Activities for the Financial Year 2024/2025. Your collaboration and commitment will be integral to our achievement of our goals.

With sincere appreciation.

TURHC