



DIVISION OF COMMUNITY DEVELOPMENT, YOUTH DEVELOPMENT AND SPORT

TOBAGO HOUSE OF ASSEMBLY

#10 Montessori Drive, Glen Roads, Scarborough, Tobago Tel:639-4818/639-2615

Annual Schedule of Planned Procurement Activities for the fiscal year October 2025 to September 2026

Date Published: 25/12/10

Version: 1.0

No.	Project Number	Project Name	UNSPS 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
1	AO-2526-01	Education and Training Services	86101700	Provision of Training for Drivers and Janitorial Staff	10-Feb-26	10-Mar-26	2days each	RFQ	N/A	Purchase Order
2	AO-2526-02	Computer Equipment	43211500	Supply & Delivery of Computers	12-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
3	AO-2526-03	Motor Vehicle	25101500	Supply and Delivery of Motor Vehicle	2-Mar-26	10-Apr-26	N/A	Limited Bidding	N/A	Purchase Order
4	AO-2526-04	Office Furniture	56101700	Supply and Delivery of Chairs, Cabinets, Kettle, Clocks, Mats, Shelving, Microwave, Refrigerator & Desk	5-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
5	AO-2526-05	Fuel and Lubricants	78181700	Provision of Fuel for Vehicles	5-Jan-26	10-Feb-26	N/A	Single Source	N/A	Purchase Order
6	AO-2526-06	Motor Vehicle Expenses	48101700	Provision of Servicing of all vehicles	5-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
7	AO-2526-07	Cleaning and Janitorial Services	47130000	Supply of Cleaning Supplies	5-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
8	AO-2526-08	Personal Protective Equipment	46180000	Provision of Personal Protective Equipment	5-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
9	AO-2526-09	Office Stationery & Supplies	44121600	Paper, Ink, Stationeries	2-Jan-26	10-Feb-26	N/A	RFQ	N/A	Purchase Order
10	BMU-2526-01	Repair and Maintenance Buildings		Construction of Septic Tank	20-Jan-26	28-Feb-26	4-6 Weeks	Limited Bidding	TBD	Fixed Price Contract
11	BMU-2526-02	Repair and Maintenance Buildings	72151300	Installation of AC and Metal works	25-Jan-25	5-Mar-26	3-5 Weeks	Limited Bidding	TBD	Fixed Price Contract



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12	BMU-2526-03	Signage Video and Photography Production Management	82121500	Supply and Installation of Sinage	3-Mar-26	20-Mar-20	1-2 Weeks	RFQ	TBD	Purchase Order
13	BMU-2526-04	Repair and Maintenance Buildings	72100000	Two Recreation Ground Turf rehabilitation	3-Mar-26	6-Jul-26	8-16 Weeks	Limited Bidding	TBD	Unit Price Contract
14	BMU-2526-05	Repair and Maintenance Buildings	72150000	Community Centre Upgrade	3-Mar-26	15-Apr-26	4-6 Weeks	Limited Bidding	TBD	Purchase Order
15	BMU-2526-06	Repair and Maintenance Buildings	72150000	Two Community Centre Refurbishment and Extension	25-Jun-26	4-Aug-26	6-8 Weeks	Limited Bidding	TBD	FIDIC Green Book Fixed Price Contract
16	BMU-2526-07	Repair and Maintenance Buildings	72150000	Assessment and Design of Recreation Ground Mast Lighting System	5-Feb-26	5-May-26	8-10 Weeks	Limited Bidding	TBD	Fixed Price Contract
17	BMU-2526-08	Repair and Maintenance Buildings	72150000	Playground Lighting System Upgrade	15-Apr-26	20-Jul-26	8-10 Weeks	Limited Bidding	TBD	Fixed Price Contract
18	BMU-2526-09	Repair and Maintenance Buildings	72150000	Two Recreation Grounds Turf rehabilitation	16-Jan-26	4-Jul-26	14-16 Weeks	Limited Bidding	TBD	Unit Price Contract
19	BMU-2526-10	Repair and Maintenance Buildings	72150000	Fence and Washroom repair	10-Jun-26	4-Aug-26	8-10 Weeks	Limited Bidding	TBD	Fixed Price Contract
20	CEPEP-2526-01			Provision of PPE	1-Jan-26	1-Feb-26	N/A	RFQ	N/A	Purchase Order
21	CEPEP-2526-02	Other Minor Equipment	27110000	Provision of Minor Equipment (e.g. brushcutter, chainsaw, rakes, cutlasses, paint, etc.)	As required	TBD	TBD	RFQ	N/A	Purchase Order



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22	CEPEP-2526-03	Tools and General Machinery	78181500	Maintenance and repairs of motorized tools (brushcutter, chainsaw, lawn mower, pole pruner) in addition to provision for replacement parts	As required	TBD	TBD	Limited Bidding	N/A	Fixed Price Contract
23	CEPEP-2526-04	Plants	10161500	Provision of planting material and supplies	12-Jan-26	TBD	TBD	RFQ	N/A	Purchase Order
24	CEPEP-2526-05	Vehicles	25101500	Lease four (4) vehicles (2 - 4*4 pickup, 2 - 1 tonne pickup) for the execution of duties	10-Jan-26	10-May-26	4 months	Limited Bidding	N/A	Fixed Price Contract
25	CEPEP-2526-06		80171501	Provision of disposal of generated waste	1-Jul-26	1-Sep-26	3 Months	Limited Bidding	TBD	Fixed Price Contract
26	CEPEP-2526-07	Vehicles	25101500	Acquisition of two (2) vehicles for the efficient execution of duties.	1-Aug-26	1-Sep-26	2 Months	Limited Bidding	N/A	Fixed Price Contract
27	CEPEP-2526-08	Other Services		Provision of heavy machinery (backhoe, trucks)	7-Jan-26	20-Jan-26	2 weeks	Limited Bidding	N/A	Fixed Price Contract
28	CEPEP-2526-09	Office Stationery & Supplies		Supply and delivery of Office Stationery and supplies	12-Jan-26	21-Jan-26	N/A	RFQ	N/A	Purchase Order
29	CEPEP-2526-10	Building and Facility Maintenance and Repair Services		Provion of of materials and supplies to construct new nurseries and greenhouses	10-Jan-26	22-Jan-26	N/A	RFQ	N/A	Purchase Order



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30	CEPEP-2526-11	Building and Facility Maintenance and Repair Services	60121000	Refurbishment and upgrade of Bakery including replacement of baking equipment	1-Mar-26	2-May-26	2 months	Limited Bidding	N/A	Fixed Price Contract
31	CEPEP-2526-12			Training for Staff	Every 3 Months	Every 3 Months	Every 3 Months	Limited Bidding	N/A	Purchase Order
32	CEPEP-2526-13	Catering Services	50192700	Supply and delivery of meals for training sessions	Every 3 Months	Every 3 Months	Every 3 Months	RFQ	N/A	Purchase Order
33	CEPEP-2526-14	Office Stationery & Supplies	50203300	Provision of grocery items for department meetings	Every 3 Months	Every 3 Months	Every 3 Months	RFQ	N/A	Purchase Order
34	CEPEP-2526-15	Other Goods	82121500	Supply and delivery of branded promotional items	1-Apr-26	10-May-26	N/A	RFQ	N/A	Purchase Order
35	COM-2526-01	Catering Services	50192700	Staff Appreciation Event	1-Dec-25	30-Dec-25	2 days	RFQ	N/A	Purchase Order
36	COM-2526-02	Catering Services	50192700	Interdepartment	1-Dec-25	5-Feb-26	1 month	RFQ	N/A	Purchase Order
37	COM-2526-03	Catering Services	50192700	Celebration of Admin Professionals	1-Mar-26	1-Apr-26	2 days	RFQ	N/A	Purchase Order
38	COM-2526-04	Catering Services	50192700	Celebration of Mothers Day	1-Apr-26	1-May-26	2 days	RFQ	N/A	Purchase Order
39	COM-2526-05	Catering Services	50192700	Celebration of Father's Day	1-May-26	1-Jun-26	2 days	RFQ	N/A	Purchase Order
40	COM-2526-06									
41	COM-2526-07	Meeting Events	80141902	Staff Appreciation Event	1-Dec-25	30-Dec-25	2 days	RFQ	N/A	Purchase Order
42	COM-2526-08	Meeting Events	80141902	Interdepartment Personality and Calypso	1-Dec-25	5-Feb-26	1 month	RFQ	N/A	Purchase Order
43	COM-2526-09	Meeting Events	80141902	DCDYDS' Night Small Goal Football Competition	1-Feb-26	1-Mar-26	2 days	RFQ	N/A	Purchase Order
44	COM-2526-10	Meeting Events	80141902	Celebration of Admin Professionals	1-Mar-26	1-Apr-26	2 days	RFQ	N/A	Purchase Order



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45	COM-2526-11	Meeting Events	80141902	Celebration of Mothers Day	1-Apr-26	1-May-26	2 days	RFQ	N/A	Purchase Order
46	COM-2526-12	Meeting Events	80141902	Celebration of Father's Day	1-May-26	1-Jun-26	2 days	RFQ	N/A	Purchase Order
47	COM-2526-13	Meeting Events	80141902	DCDYDS' Department Cook Off	1-Aug-26	1-Sep-26	2 days	RFQ	N/A	Purchase Order
48	COM-2526-14									
49	COM-2526-15	Signage Video and Photography Production Management	82121500	Production of signage for Head Office Building, banners etc and purchase / upgrade of photography and videography equipment	1-Jan-26	1-Apr-26	3 months	RFQ	N/A	Purchase Order
50	COM-2526-16	Publicity and Campaigns	50203300	Promotion of the Division's work / advertisements via several media	1-Dec-25	1-Sep-26	N/A	RFQ	N/A	Purchase Order
51	COM-2526-17	Published Products		Provision of branded tokens	1-Dec-25	1-Sep-26	N/A	RFQ	N/A	Purchase Order
52	CD-2526-01	Meeting Events	86101700	The Christmas Voucher Distribution 2025 initiative plans towards distributing Food Vouchers to help alleviate the financial burden to needy persons in communities in Tobago.	12-Dec-25	30-Dec-25	1 Week	RFQ	N/A	Purchase Order



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53	CD-2526-02	Education and Training Services	86101700	The Centenarian Appreciation Programme (CAP) is one of the Department's ongoing initiatives aimed towards recognising and honouring persons 100 years and over across Tobago.	As required	TBD	N/A	RFQ	N/A	Purchase Order
54	CD-2526-03	Education and Training Services	86101700	The Vocational Skills Training Project is a skills based programme/project that promotes lifelong learning with the aim of empowering and developing entrepreneurial for participants annually	As required	TBD	6 months	RFQ	N/A	Purchase Order
55	CD-2526-04	Education and Training Services	86101700	The Indigenous Handicraft Training Project is aimed towards reviving handicraft products, Tourism product offerings, exportation and developing the craft industry in Tobago.	As required	TBD	3 months	RFQ	N/A	Purchase Order



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56	CD-2526-05	Education and Training Services	86101700	The Vocational Skills and Handicraft Achievement and Expo is the celebration of the achievements of the successful graduates from the Projects , as well as the opportunity to display their newly aquired skill and sell their products .	As required	1-Oct-26	2 Days	RFQ	N/A	Purchase Order
57	CD-2526-06	Education and Training Services	86101700	The Tobago Literacy and Numeracy (TIL) Project is one of the Department's ongoing inititives aimed at providing Literacy and Numeracy support to children and adults across Tobago.	As required	TBD	N/A		N/A	Purchase Order
58	CD-2526-07	Meeting Events	86101700	The Tobago Road Market Experience #9 is geared towards the showcasing of small business, entreprenurs, farmers and other artisans, on a platform that gives them the opportunity to generate revenue.	As required	1-Jun-26	1 Day	RFQ	N/A	Purchase Order



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59	CD-2526-08	Meeting Events	86101700	The M.A.C.H.O Project is aimed to help re-establish the role of father figures within the household and promote positive change among young men from the Secondary School Level.	As required	1-Jun-26	2 Day	RFQ	N/A	Purchase Order
60	CD-2526-09	Meeting Events	86101700	The Capacity Building Training initiative is aimed towards providing training to help empower FBOs, NGOs and CBOs in Tobago.	As required		2 Weeks	RFQ	N/A	Purchase Order
61	CD-2526-10	Education and Training Services	86101700	The Cool Kids Camp Project is an initiative designed to support the holistic development of children by providing a safe and engaging alternative for free play during the July/August school break.	As required	1-Aug-26	2 Weeks	RFQ	N/A	Purchase Order



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62	CD-2526-11	Education and Training Services	86101700	The Back-to -School Drive is an initiative aimed towards providing the necessary school supplies for children to begin the new academic year.	As required	1-Aug-26	1 Week	RFQ	N/A	Purchase Order
63	IT-2526-01	Telephone, Internet, Cable	72151600	Supply, Install and Support for a Cloud Based Telephone System	TBD	TBD	One Year Subscription	Limited Bidding	N/A	Fixed Price Contr
64	IT-2526-02	Repairs to Equipment	72154000	Repair and Maintenance of Printers, Computers, Other Office Equipment.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
65	IT-2526-03	Software	43232200	Provision of Microsoft Office 365 E3 Licenses.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
66	IT-2526-04	Software	43232200	Provision of windows Server, CALs and SQL Server Licenses.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
67	IT-2526-05	Software	43232200	Supply of an Antivirus Software for the Division of Community Development, Youth Development and Sport Servers.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
68	IT-2526-06	Software	43232200	Renewal of Fortinet Licenses.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
69	IT-2526-07	Software	43232200	Provision of Bulk Emailing Tool.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr



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70	IT-2526-08	Software	43232200	Provision of Graphics/Photo/Video imaging Software.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
71	IT-2526-09	Software	43232200	Supply PDF Editor License.	TBD	TBD	One Year Subscription	Single Source	N/A	Fixed Price Contr
72	IT-2526-10	Website Development	43232400	To Development and Maintain Division's website.	TBD	TBD	N/A	Single Source	N/A	Fixed Price Contr
73	IT-2526-11	Website	60121000	Supply of License Stock Photos and Images for the Website.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
74	IT-2526-12	Computer Equipment Accessories	43210000	Provision of Computer/ Server Equipment.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
75	IT-2526-13	Computer Equipment	43210000	Supply and Delivery of Laptop Computers and Peripheral Devices for the Division of Community Development, Youth Development and Sport.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
76	IT-2526-14	Contracted Service-IT	81111800	Provision of Penetration testing Services to determine Vulnerability of the IT Infrastructure.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
77	IT-2526-15	Contracted Service-IT	80101500	Provision of Consultancy Services to enhance Cybersecurity Posture.	TBD	TBD	N/A	Limited Bidding	N/A	Fixed Price Contr
78	IT-2526-16	Contracted Service-IT	43233200	Renewal of UNDSL support (Network).	TBD	TBD	N/A	Single Source	N/A	Fixed Price Contr



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79	PIU-2526-01		72100000	Upgrade to Black Rock Court	Upgrade	1-Jun-26	3 months	Open	TBD	FIDIC Green Book
80	PIU-2526-02		72100000	Upgrade to Tablepiece Court	Upgrade	1-Jun-26	3 months	Open Bidding	TBD	FIDIC Green Book
81	PIU-2526-03		72100000	Upgrade to Goodwood Court	Upgrade	1-Jun-26	3 months	Open Bidding	TBD	FIDIC Green Book
82	PIU-2526-04		72100000	Upgrade to Lambeau Hard Court	Upgrade	1-Jun-26	3 months	Open Bidding	TBD	FIDIC Green Book
83	PIU-2526-05		72100000	Upgrade to Lambeau Sporting Facility	Upgrade	1-Sep-26	9 months	Open Bidding	30	FIDIC Green Book
84	PIU-2526-06	Building, Construction Components and Supplies	72100000	Upgrade to Calder Hall Play Park	Upgrade	1-Sep-26	6 months	Open Bidding	TBD	FIDIC Green Book
85	PIU-2526-07	Building, Construction Components and Supplies	72100000	Upgrade to Buccoo Hard Court	Upgrade	1-Aug-26	6 months	Open Bidding	TBD	FIDIC Green Book
86	PIU-2526-08	Building, Construction Components and Supplies	72100000	Upgrade to Canaan/Bon Accord Hard Court	Upgrade	1-Aug-26	4 months	Open Bidding	TBD	FIDIC Green Book
87	PIU-2526-09	Building, Construction Components and Supplies	72100000	Upgrade to Jubilee Hard Court	Upgrade	1-Aug-26	3 months	Open Bidding	TBD	FIDIC Green Book



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88	PIU-2526-10	Building, Construction Components and Supplies	72100000	Upgrade to Signal Hill Hard Court	Upgrade	1-Aug-26	3 months	Open Bidding	TBD	FIDIC Green Book
89	PIU-2526-11	Building, Construction Components and Supplies	72100000	Upgrade to Mt Pleasant Hard Court	Upgrade	1-Aug-26	6 months	Open Bidding	TBD	FIDIC Green Book
90	PIU-2526-12	Building, Construction Components and Supplies		Upgrade to Plymouth Hard Court	Upgrade	1-Aug-26	6 months	Open Bidding	TBD	FIDIC Green Book
91	SP-2526-01	Meeting Events	80141902	One-week tour of schools across Tobago featuring our Olympic Champion.	January	Februry	1 week	RFQ	N/A	Purchase Order
92	SP-2526-02	Training	81112100	Turf and Field Management Development Programme in partnership	January	Februry	8 Weeks	RFQ	N/A	Purchase Order
93	SP-2526-03	Meeting Events	80141902					RFQ	N/A	Purchase Order
94	SP-2526-04	Training	80141902	A first aid training sessions for the department	January	Februry	1 week	RFQ	N/A	Purchase Order
95	SP-2526-05	Meeting Events	80141902	Capacity Building training	January	March	8 Weeks	RFQ	N/A	Purchase Order
96	SP-2526-06	Meeting Events	80141902	community-based wellness initiative	Februry	May	12 weeks	RFQ	N/A	Purchase Order



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97	SP-2526-07	Meeting Events	80141902	The Tobago Champion's Cup (TCC) dynamic sport participation and empowerment campaign	Febury	May	12 weeks	RFQ	N/A	Purchase Order
98	SP-2526-08	Meeting Events	80141902	Community sports competition	March	April	4 Weeks	RFQ	N/A	Purchase Order
99	SP-2526-09	Meeting Events	80141902	Sports Festival focused on inclusivity, Paralympic and special Olympic athletes	April	June	1 Week	RFQ	N/A	Purchase Order
100	SP-2526-10	Meeting Events	80141902	Tournament featuring special Olympic athletes for vying national selection	May	June	2 Weeks	RFQ	N/A	Purchase Order
101	SP-2526-11	Meeting Events	80141902		May	May	1 Week	RFQ	N/A	Purchase Order