PORT OF SPAIN CITY CORPORATION

ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2025 \ 2026

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		Automotive Maintenance and Repair	78181500	Maintenance and repair of current vehicles of the various Department	Oct-25	Jun-26	N/A	Selective Tendering	N/A	Fixed Price
2		Building Maintenance and Repairs	72101500	Purchase of supplies and payment for services for repairs not included under lease agreement	Oct-25	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
3		Copy Paper	14111500	Supply and delivery of 8 ½ X 11 copy paper, 8 ½ X 14 copy paper, and 11 X 17 copy paper	Feb-26	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
4		ICT Development programme: Computerization	43211501	Server or back-up and recovery	TBA			Selective Tendering		Fixed Price
5		ICT Development programme: Computerization	43211501	Installation configuration and commissioning of backup server: connections to SAN and autoloader	TBA			Selective Tendering		Fixed price
6		ICT Development programme: Computerization	43222501	Firewall (next generation)	TBA			Selective Tendering		Fixed Price
7		ICT Development programme: Computerization	43233203	Installation configuration and commissioning of intrusion dection and alerts monitoring systems with screens (3) and network connections	TBA			Selective Tendering		Fixed Price
8		ICT Development programme: Computerization	39121011	Rack mounted UPS for Servers room and network cabinets	TBA			Selective Tendering		Fixed Price
9		ICT Development programme: Computerization		Multifunctional network photocopier (PSC)	TBA			Selective Tendering		Fixed Price
10		ICT Development programme: Computerization		Installation, supply and commissioning of network infrastructure re Access points antennae	TBA			Selective Tendering		Fixed Price
11		ICT Development programme: Computerization		Installation, design and commissioning of back up and redundancy on off site	TBA			Selective Tendering		Fixed Price
12										
13		Materials and Supplies	30121500	Supply and delivery of 150 tons of cold mix	Jan-26	Aug-26	N/A	Selective Tendering	N/A	Fixed Price

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14		Materials and Supplies	30111600	Supply and delivery of cement	Jan-26	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
15		Materials and Supplies	11111700	Supply and delivery of Aggregates – Gravel, Sand Limestone, etc.	Jan-26	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
16		Materials and Supplies	23170000	Supply and delivery of welding materials and consumables for T&C Department	Jan-26	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
17		Materials and Supplies	30121700	Supply and delivery of construction materials and consumables for Engineering Dept	Dec-25	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
18		Materials and Supplies	39121700	Supply and delivery of electrical materials and consumables for POSC	Dec-25	Jan-26	N/A	Selective Tendering	N/A	Fixed Price
19		Materials and Supplies	40141700	Supply and delivery of plumbing materials and consumables for POSC	Dec-25	Jan-26	N/A	Selective Tendering	N/A	Fixed Price
20		Materials and Supplies	31211900	Supply and delivery of painting materials and consumables for POSC	Dec-25	Jan-26	N/A	Selective Tendering	N/A	Fixed Price
21		Newspaper Subscriptions	55101500	Renewal of hard copy and online newspaper subscriptions	Jul-26	Sep-26	N/A	Selective Tendering	N/A	N/A
22		Office Equipment and Accessories & Supplies	44103100	Supply and delivery of toners and cartridges for HP printers, Xerox MFPs, Kyocera, Konica	Jan-26	Sep-26	N/A	Selective Tendering	N/A	N/A
23		Office stationery and supplies	43130000	Purchasing of materials for the POSC Printery	Jan-26	Aug-26	N/A	Selective Tendering	N/A	Fixed Price
24		Other Minor Equipment	52141500	Supply and delivery of small appliances for POSC – microwaves, kettles, refrigerators, etc.	Apr-26	Jun-26	N/A	Selective Tendering	N/A	Fixed Price
25		Other Minor Equipment	40101700	Supply and delivery of Air conditioning units for POSC	Dec-25	Jan-26	N/A	Selective Tendering	N/A	Fixed Price
26		Other Contracted Services	76121501	Provision of Scavenging services for areas under the perview of the POSC	Recurrent			Selective Tendering		
27		Other Contracted Services	47121702	Provision of Bins for garbage disposal	Recurrent			Selective Tendering		
28		Other Contracted Services	80161703	Provision of Services for the disposal of unserviceable items	Recurrent			Selective Tendering		
29		Other contracted Services	70111706	Provision of Vegetation Mitigation services	Recurrent			Selective Tendering		
30		Pest Control Services	72102100	Provision of pest control services\items	Jan-26	Sep-26		Selective Tendering	N/A	Fixed Term Contract
31		Power Generators	26110000	Provision of Backup Generator for POSC	Apr-26	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
32		Provision of Catering Services	90101600	Catering services for meetings and events to provide food and beverages	Dec-25	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
33		Provision of General Insurance Services	64120000	Provision of Insurance: Workmen's Compensation, Public Liability, Computers All Risk, D&O Liability, Cybersecurity	Dec-25	Annual	Annual	Direct Contractijng	10 days	Fixed Price

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34		Provision of Payroll Software	43231600	Maintenance and licensing fees for payroll solution	Dec-25	Mar-26	1 year support	Selective Tendering	N/A	Fixed Price
36		Purchase of Filing Cabinets	24112400	Supply and delivery of metal filing cabinets	Mar-26	Sep-26	N/A	Selective Tendering	N/A	N/A
37		Renewal of website hosting services	81112500	Provision of services for the renewal of website hosting services	Jul-26	Sep-26	3 years	Selective Tendering	N/A	Fixed Term Contract
38		Rent\Lease of Buildings	80131502	Rental of Office space for the operations of electoral districts	Oct-26	Sep-26				
39		Repair and Maintenance of Office Equipment	44101700	Repair and maintenance of copiers and printers not under warranty	Mar-26	Jun-26	N/A	Direct Contractijng	N/A	N/A
40		Repair of vehicles		Servicing of vehicles, repairs to air condition unit, replace fan belts, batteries, tyres etc.	Jan-26	Sep-26	Recurrent	Selective Tendering		
41		Security Services	92121700	Provision of security services	Feb-26	Sep-26	1 year	Selective Tendering	N/A	Fixed Term Contract
42		Supply and Delivery of Audio Visual & Office Equipment	45111800	Audio visual equipment and minor equipment	Jul-26	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
43		Supply and delivery of grocery items for use for meetings and interviews	5019000	Supply and delivery of grocery items for use for meetings and interviews	Jan-26	Aug-26	Recurrent	Selective Tendering		
44		Supply and Delivery of Kitchen Supplies	50201700	Procurement of Tea, Coffee, Sugar, and Milk	Jan-26	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
45		Supply and Delivery of Office Furniture	56101500	Supply and delivery of Office Furniture for POSC	Jan-26	Feb-26	N/A	Selective Tendering	N/A	Fixed Price
46		Supply and Delivery of Personal Protective Equipment	46181500	Personal protective equipment items, such as Hats, Safety Boots, Vests, Coats, Torchlights, etc	Jan-26	Sep-26	N/A	Selective Tendering	N/A	Fixed Price
47		Supply and Installation of GPS Security and Tracking Systems on Company Vehicles	25173100	GPS security and tracking systems for POSC owned vehicles to improve vehicle security and real-time location monitoring	Jan-26	May-26	N/A	Direct Contractijng	N/A	Fixed Price
48		Supply and Installation of Security Cameras	46171600	Provision of security cameras across POSC's office locations	Aug-26	Nov-26	N/A	Selective Tendering	N/A	Fixed Price
49		Supply for Fuel for Company Vehicles	78181700	Procurement of gas and diesel supply for POSC owned vehicles via fleet card	As required	As required	N/A	Selective Tendering	N/A	Fixed Price
50		To procure firearms and ammunition	46101800	For municipal police officers	TBA		Recurrent	Selective Tendering		

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51		To procure Gas Oil (diesel) for machinery in Abbatoir	15111511	To procure gas for use in the crematorium LPG	Jan-26	Sep-26	Recurrent	Selective Tendering		
52		To procure items for food badges		To purchase supplies for the public health department for food badge exercise RE: silver ID badges, Laminate pouches, Load max card,	Jan-26	Feb-26	1 month	Selective Tendering		
53		To procure materials for road patching	30121504	Materials needed for road patching re; cold asphalt mix, hot asphalt mix, CRS-2, Blue lime stone metal, crusher run,	Jan-26	Sep-26	Recurrent	Selective Tendering		
54		To procure Medical Items	51201600	Items needed for clinic re: glucose strips, cholesterol strips, Lysol spray, blood pressure machines, Band-Aid etc.	Jan-26	Sep-26	Recurrent	Selective Tendering		
55		To Procure Stationery	14111509	Supply and delivery paper, ink, paper clips, pens, notebooks, copying paper, glue sticks, stamps etc.	Jan-26	Aug-26	Recurrent	Selective Tendering		
56		To procure stock items		To purchase stock items to replenish main storeroom, Re: Toilet paper, carbolic soap, disinfectant, bleach, air freshener, leather gloves, bass brooms, mops, scoops	Oct-26	Sep-26	Recurrent	Selective Tendering		
57		To procure uniform items	53102700	To purchase male and female uniforms for daily rated officers	Dec-26	Aug-26	Recurrent	Selective Tendering		
58		To procure vehicles	25101500	TBA	TBA	TBA	TBA	Selective Tendering		
59		Training - Local	86132000	Engagement of non-governmental training - Local	Jan-26	Sep-26	N/A	Selective Tendering	N/A	N/A
60		Upgrade of Computer Equipment	43211500	Supply and delivery of laptops with peripherals	Mar-26	Sep-26	N/A	Selective Tendering	N/A	N/A

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