

ANNUAL SCHEDULE OF PROCUREMENT PLANNED ACTIVITIES For Fiscal 2024-2025

No.	Project Number	Project Name	Activities	UNSPSC Code Lvl 3	Brief Description	Budgeted Y/N	Estimated Value TTD	PDAC Approval Required Y/N	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Contract Type
1	PSIP 09/003/11/G/002	Digitalisation	RFQ for the Provision of 10 Laptops	43211503	Provision of Laptops	Y	\$ 22,287.60	N	Oct-2024	Sep-2025	12 months	RFP	Fixed Term
2	PSIP 09/004/14/D/018	Quality Infrastructure -TTBS Adoption by SME- joint PSIP project w/ TTBS - Quality	RFQ for Advertising	82101500	Publishing of Expression of Interest for Marketing Research Consultant	Y	\$ 20,000.00	N	Dec-24	Sep-25	10 months	EOI/RFP	Fixed Term
3	PSIP 09/004/14/D/018	Quality Infrastructure- TTBS Adoption by SME- joint PSIP	EOI for Provision of Market Research Consultant	82101802	Provision of Marketing Research Consultant	Y	\$ 150,000.00	N	Dec-24	Sep-25	1 month	EOI/RFP	Fixed Term
4	PSIP 09/004/14/D/018	Quality Infrastructure -TTBS	Payment for the Certification of MSEs re Standards		Certification of MSEs re Standards	Y	\$ 100,000.00	N	Dec-24	Sep-25	3 months	RFQ	Fixed Term
5	PSIP 09/004/14/D/013	Youth Business Incubator	RFP for the Provision of Consultant	90121600 90111601	Provision of Consultant to Lead Incubator - develop partnerships with institutions for the support of the Incubation to lay the foundation for i(Virtual)	Y	\$ 500,000.00	N	Dec-24	Sep-25	9 months	RFQ	Fixed Term
6	PSIP 09/004/14/D/012	Youth Entrepreneurship Hub (YEH) (CF Project)	RFP for Provision of Event Management Services - Launch Ceremony for Youth Entrepreneurship Hub (YEH) (CF Project)	43321500	Launch Ceremony Trinidad and Tobago (Hire of Tents, Advertising for Graduation, T-shirts for Various Committees, Snacks for Guests, Accommodation, Meals etc.)	Y	\$ 250,000.00	N	Feb-25	Mar-25	9 month	RFQ	Fixed Term
7	PSIP 09/003/11/D/001	Business Accelerator Program- Outreach/Workshops/Onsite Promotions	Provision of Event Management Services - Mother's Day Pop-Up Market 2025	80141600	Mother's Day Pop-Up Market 2025	Y	\$ 150,000.00	N	Feb-25	May-25	9 month	RFQ	Fixed Term
8	PSIP 09/003/11/D/001	Business Accelerator Program	Provision of Event Management Services for TIC 2025 Payment of Rental of the Booths	80141600	Participation in Trade & Investment Convention - 2025	Y	\$ 350,000.00	Y	Feb-25	Aug-25	6 month	RFQ	Fixed Term
9	PSIP 09/003/11/G/002	Digitalisation	RFP for the Provision of Grant Management Software	43231507	MSB Grants Management Software	Y	\$ 500,000.00	Y	Feb-25	Sep-25	8 months	RFP	Fixed Term
10	PSIP 09/003/11/D/001	Business Accelerator Program- Outreach/Workshops/Onsite Promotions	Provision of Event Management Services for African Emanicipation Village Payment for Rental of the Booth	80141600	African Emancipation Village Pop-Up Market	Y	\$ 100,000.00	N	May-25	Aug-25	2 months	RFQ	Fixed Term
11	PSIP/F001	East Branch -Retrofit & Redesign of new office space	ITT for the Provision of Refurbishing and Retrofitting of PCU Building -Arima	72121103	Supply of Design and Build Services - Arima	Y	\$ 2,000,000.00	Y	May-25	Oct-25	3 months	Open Tender	Fixed Term
12	PSIP 09/003/11/D/001	Business Accelerator Program	RFP for the Provision of Curriculum Development Consultancy	80101500	Curriculum Development Consultancy	Y	\$ 200,000.00	N	Dec-24	Apr-25	6 months	EOI	Fixed Term
13	PSIP 09/003/11/D/001	Business Accelerator Program	RFQ for Provision of Promotional Merchandise	80141605	Promotional Merchandise	Y	\$ 100,000.00	N	Nov-24	Feb-25	4 months	RFQ	Fixed Term
14	PSIP 09/003/11/D/001	Business Accelerator Program	RFP for the Provision of Event Management Services	80141600	Sales and Business Promotion Activities - 1 Networking Event	Y	\$ 100,000.00	N	Apr-25	Jun-25	5 months	RFQ	Fixed Term
15	PSIP 09/003/11/D/001	Business Accelerator Program	RFQ for the Provision of Videography Services - BAP Success Stories 2025	82131603	Video Production Services "Success Stories"	Y	\$ 219,000.00	N	Dec-24	Sep-25	5 months	RFQ	Fixed Term
16	PSIP 09/003/11/D/001	Business Accelerator Program	RFP for the Provision of Event Management Services	43321500	Launch Ceremony (Hire of Tents, Advertising for Graduation, T-shirts for Various Committees, Snacks for Guests, Accommodation, Meals etc.)	Y	\$ 250,000.00	N	Jan-25	Mar-25	Bi-monthly	RFQ	Fixed Term
17	PSIP 09/003/11/D/001	Business Accelerator Program	RFQ for the Provison of Tokens, Trophies, Plaques - BAP Pitch Competition 2025	55111500	Pitch Competition and Prizes	Y	\$ 50,000.00	N	Apr-25	Jul-25	9 months	RFQ	Fixed Term
18	PSIP 09/003/11/D/001	Business Accelerator Program	RFQ for the Provision of Stationery & Office Supplies	44120000	Stationery & Office Supplies	Y	\$ 60,000.00	N	Jan-25	Sep-25	10 months	RFQ	Fixed Term