



MINISTRY OF EDUCATION

Education Towers, No.5 St. Vincent Street, Port of Spain, Trinidad

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Schedule of Planned Procurement Activities

For the Fiscal Period 2024 - 2025

No.	Project No.	Project Name	UNSPSC Code	Brief Description	Proposed Date for Issue of Bidding Documents	Expected Delivery Completion Time – Goods & or/ Associated Minor Services	Estimated Project Duration Works/ Services	Procurement Method	Standstill Period (if applicable)	Contract Type
1		Uniform	53102710 OR 53102702	Supply of Uniforms- Personal Protective Equipment (General Administration)	February 2025	July 2025	5 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Contract
2		Rent/Lease Office Accommodation and Storage	80131507	Supply of Rent/ Lease-Office Accommodation and Storage (Examinations Unit)	March 2025	June 2025	3 months	Single/Sole Sourcing	Not Applicable or 10 days	Fixed Price/ Lumpsum
3		Rent/ Lease- Vehicles and Equipment	44101501	Supply of Rent/ Lease of 49 Photocopier/ Scanner (Various Divisions/Sections/Units of Education)	February 2025	August 2025	6 months	National Competitive Bidding	Not Applicable or 10 days	Fixed Price/ Unit Rate
4		Office Stationery and Supplies	14111509	Supply and Delivery of Office Stationery and Supplies (General Administration- Examinations, Educational Planning Division, Student Support Services Division)	January 2025	April 2025	3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price
5		Books and Periodicals	55101519	Supply and Delivery of Books and Periodicals (General Administration, Educational Planning Division)	Feb-25		3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
6			14111509	Supply and Delivery of Materials, supplies and stationery (General Administration, Examinations)	February 2025	July 2025	5 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
7		Maintenance of Vehicles	7818507	Maintenance of Vehicles	January 2025	April 2025	3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
8		Training	86101717	Training (UWI and USC- Diploma in Education)	March 2025	June 2025	3 months			
9		Official Entertainment	86101710	UWI and USC – Diploma in Education	February 2025	April 2025	2 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
10		Repairs and Maintenance Buildings	72101507	Repairs and Maintenance Buildings (OSH Issues to be addressed at District Offices)	February 2025	July 2025	5 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
11		Fees		Fees (ICT Division, MOE Data Centre & Locally hosted Cloud, Scholarship and Advanced Training Division, Payment of transfer and conversion and maintenance fees by UTC (annually), annual renewal and subscription with Pacificque, Software One)	May 2025			National Competitive Bidding	Not Applicable or 10 days	Fixed Price/ Unit Rates
12		Official Overseas Travel		Official Overseas Travel (District Offices)	March 2025		2-3 months	Limiting Bidding (PD)	Not Applicable	
13		Janitorial Services	76111501	Procurement of Janitorial Services (Head Office GA- Head Office, Educational District Offices, ECCE Centres, Primary Schools, Secondary Schools, TradeZone, Funding and Grants Division)	January	April 2025	3 months	National Competitive Bidding	Not Applicable	Fixed Price/ Unit Price
14		Security Services	46171619	Procurement of Security Services (Head Office GA- Head Office, District Office, ECCE Centres, Primary Schools, Secondary Schools, TradeZone)	February		6-12 months	National Competitive Bidding	Not Applicable	Fixed Price/ Unit Price
15		Postage	78102201	Procurement of Postage Services (Head Office GA- Head Office, District Office, ECCE Centres, Primary Schools, Secondary Schools, TradeZone)	January	April 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Price
16		Insurance	85101701	Workmen's Compensation for Teachers, Students and Public Liability and Civil Staff	February 2025		3 – 4 months	National Competitive Bidding	Not Applicable	Fixed Price/ Lumpsum
17		Promotions, Publicity and Printing	80141601	Procurement of Services for Promotions, Publicity and Printing (Corporate Communication Division)	February		2 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
18		Hosting Conferences, Seminars and Other Functions	80161502	Procurement of Services for Hosting of Conferences, Seminars and Other Functions (Corporate Communication Division)	January		3 – 4 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
19		Fuel and Lubricants	15111705	Procurement of Fuel and Lubricants (Fuel for 36 vehicles at an average cost of \$1,250 per month for each vehicle for 12 months)	February 2025	March 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
20		Employee Assistance Programme	80101511 or 80111502	Procurement of Services of Employee Assistance (Human Resource Division)			3 – 4 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
21		Materials and Supplies	14111509	Supply of Materials, Supplies and Stationery (Division of Education Research and Evaluation)	January 2025	February 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
22		Fees	80101511 or 80111502	Fees (Superintendent, Supervisor, Tutors, Clerks, Bruser/Registrar of the Continuation Classes Programme, Administrative Cost/CSEC Registration- 24 Centres)	April 2025			Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
23		Office Stationery and Supplies	14111509	Supply of Office Stationery and Supplies (134 Government Primary Schools)	April 2025	May 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
24		Materials and Supplies	14111509	Supply of Materials and Supplies (Division of Educational Research and Evaluation)	January 2025		2-3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
25		Office Stationery and Supplies	14111509	Supply of Office Stationery and Supplies (District Offices)	January 2025	February		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
26		Materials and Supplies	14111509	Supply of Office Stationery and Supplies (District Offices)	February 2025	March 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
27		Maintenance of Vehicles	78181507	Maintenance of Vehicles (District Offices)	January 2025		2 –3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
28		Repairs and Maintenance Buildings	72101507	Repairs and Maintenance Buildings (District Offices)	July 2025		2 –3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
29		Repairs and Maintenance Buildings	72101507	Repairs and Maintenance Buildings (District Offices)	April 2025	June 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
30		Postage	78102201	Postage (District Offices)	January 2025		2 –3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
31		Office Stationery and Supplies	14111509	Supply of Office Stationery and Supplies (R.C.L.R.C- Administration, School Publications, Curriculum)	April 2025		2-3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
32		Books and Periodicals	45101504	Supply of Books and Periodicals (R.C.L.R.C- Administration, School Publications, Curriculum)	February 2025		2 –3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
33		Materials and Supplies	56101504 or 56101530	Supply of Materials and Supplies (National School Sports)	January 2025	February 2025		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
34		Maintenance of Vehicles	7818507	Maintenance of Vehicles (R.C.L.R.C.-Administration)	February 2025		2-3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
35		Repairs and Maintenance	72101507	Repairs and Maintenance (R.C.L.R.C- Administration, School Publications, Curriculum)	February 2025		3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Price
36		Training	78181507	Training (For Sporting Activities at Different Schools)	April 2025		3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
37		Office Stationery and Supplies	14111509	Supply of Office Stationery and Supplies (Annual purchase of basis toiletries, cleaning supplies and stationery for 143 operational Gov't and Gov't assisted ECCE Centres. Additionally, Centres are expected to be operationalized during fiscal 2025)	January 2025		2-3 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
38		Supply of Materials and Supplies	80141605	Payment of the Annual Material Grants of \$6,000 per ECCE Centre	December 2025	January 2026		Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
39		Hosting of Conferences Seminars and Other Functions	53102710 OR 53102702	Hosting Conferences, Seminars and Other Functions (All expenses associated with hosting seminars and conferences fortnightly statutory meetings with administrators)	January 2025		4 months	Limiting Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
40		Uniforms	53102710 OR 53102702	Supply of Uniforms (ECIAF)	February 2025		3-4 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
41		Office Stationery and Supplies (External Spanish classes)	14111509	Supply of Office Stationery and Supplies (For external Spanish Classes)	April 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
42		Training (Diplomacy Language for special purposes)	78181507	Training (Immersion Training- Diplomacy Language)	April 2025		3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
43		Other Contracted Services	81112001	Other Contracted Services- 10 Spanish Public Sector Tutors	March 2025		2 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
44		Promotions, Publicity and Printing	80141601	Promotions, Publicity and Printing (Print and Electronic Sector Tutors also to the continuation services of 5 interpreters for international conferences and specialized workshops)	January 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
45		Hosting of Conferences Seminars and other Functions (Annual hosting of talent show for Spanish Proficiency in Secondary Schools)	80161502	Hosting of Conferences, Seminars and other Functions (Annual Hosting of talent show for Spanish proficiency in Secondary Schools – includes rentals of venue and catering. Annual celebration of Spanish Language Day (includes venue and catering) Graduation Ceremonies)	February 2025		4 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
46		Promotions, Publicity and Printing	80141601	Promotions, Publicity and Printing (Print and electronic media advertising- radio programmes, television, newspapers advertisement and promotional items)	January 2025		2-4 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
47		Minor Equipment	14111509	Office Equipment (General Administration- Stationery)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
48		Minor Equipment	56101502	Furniture and Furnishings (Examination Section- Drawers/ Cabinets)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
49		Minor Equipment	56101502	Supply and Delivery of Other Minor Equipment- (Educational Planning Division and Corporate Communication Division)	March 2025		2-3 months			

50		Minor Equipment	56101502	Furniture and Furnishings (Primary Education)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
51		Minor Equipment	80101511 or 80111502	Supply and Delivery of Other Minor Equipment- (Educational Planning Division and Corporate Communication Division)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
52		Minor Equipment	56101502	Office Equipment- (Rudranath Capildeo Learning Resource Centre)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
53		Minor Equipment	56101502	Furniture and Furnishings (Rudranath Capildeo Learning Resource Centre)	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
54	71/5/160	Minor Equipment	56101502	Furniture and Furnishing	March 2025		2-3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
55	71/5/161	Minor Equipment	14111506 or 43212105	Office Equipment (Early Childhood Care and Education Unit) Purchase of 2 Laminating Machines as well as necessary equipment for the ECCE Centres.	March 2025	June 2025		Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
56	71/5/162	Minor Equipment	80101511 or 80111502	Furniture and Furnishing (Early Childhood Care and Education Unit)	March 2025		2 – 3 months	Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
57		Minor Equipment	80101511 or 80111502	Other Minor Equipment (Early Childhood Care and Education Unit)				Limited Bidding (PD)	Not Applicable	Fixed Price/ Unit Rates
58	71/5/163	School Climate Toolkit	82140000	The Engagement of a Graphic Designer/ Illustrator for the School Climate Toolkits	February 2025		4 months	Competitive Bidding	Not Applicable	Fixed Price
59	71/5/164	School Climate Toolkit	80171602	The Engagement of a Media agency for the Social Awareness Campaign for the School Climate Toolkit	January 2025		3 months	Competitive Bidding	Not Applicable	Fixed Price
60	71/5/165	School Climate Toolkit	80101501	The Engagement of a Curriculum Design Consultant for the creation of Online Courses for the School Climate Toolkit	January 2025		1 year	Competitive Bidding	Not Applicable	Fixed Price
61	71/5/166	School Climate Toolkit	80171602	The Creation and Publication of online courses on the Ministry of Education's Website	January 2025		1 year	Competitive Bidding	Not Applicable	Fixed Price
62	71/5/167	School Climate Toolkit	90101600	The Provision of Catering Services for the Launch of the School Climate Toolkits	February 2025	March 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
63	71/5/168	School Climate Toolkit	86000000	The Engagement of Training Facilitators for Principals' Workshop	February 2025		3-6 months	Competitive Bidding	Not Applicable	Fixed Price
64	71/5/169	School Climate Toolkit		The Provision of Catering Services for the Principals' workshop						
65	71/5/170	School Climate Toolkit	90101600	The Provision of Catering Services for the Students' workshop	February 2025	February 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
66	71/5/171111	Trinidad and Tobago National Learning Assessment	82111500	The Engagement of Personnel for Item Writing Exercises	January 2025		6 months	Competitive Bidding	Not Applicable	Fixed Price
67										
68	71/5/172	Trinidad and Tobago National Learning Assessment	81112000	The Engagement of a Data Capture Firm for the National Learning Assessment	June 2025		4 months	Competitive Bidding	Not Applicable	Fixed Price
69										
70	71/5/173	Lower Secondary Proficiency Examinations 2024	82111500	The Engagement of Personnel for Item Writing Exercises	February 2025		March 2024	Competitive Bidding	Not Applicable	Fixed Price
71	71/5/174	School Furniture	56000000	The Supply, Delivery and Commissioning of School Furniture for the Ministry of Education's Government and Government Assisted Primary and Secondary Schools <b>(Conducted by NMTS)</b>	January 2025	March 2025		Competitive Bidding	Yes	Fixed Price
72	71/5/175	Outsourcing of Speech and Language Assessment and Intervention Services	85122108	The Provision of Assessment Reports and Speech and Language Therapy for 50 Students referred	January 2025		3year contract	Competitive Bidding	Not Applicable	Fixed Price
73	71/5/176	Special Education Screening and Assessment	85122108	The Supply and Delivery of Assessment Protocols for Special Needs students	January 2025	March 2025		Limited Bidding	Not Applicable	Fixed Price
74	71/5/177	Special Education Screening and Assessment	85122108	The Provision of Special Needs Assessment Profile (SNAP)	January 2025	March 2025		Limited Bidding	Not Applicable	Fixed Price
75	71/5/178	Technological Intervention at 31 Government Secondary Schools	46171610	The Supply, Delivery, Installation and Commissioning of CCTV Systems, Alarms, Electronic Access Controls and Associated Goods to 31 Government Secondary Schools	August 2025		1 year	Competitive Bidding	Yes	Fixed Price
76	71/5/179	Head Office: CCTV	46171610	Supply, Delivery, Installation and Commissioning of replacement CCTV Systems at the Ministry of Education's Head Office- Towers A and B	April 2025	June 2025		Competitive Bidding	Not Applicable	Fixed Price
77	71/5/180	Head Office: Metal Detector	46171610	The Supply, Delivery, Installation and Commissioning of a Walkthrough Metal Detector at the Ministry of Education's Head Office – Tower B	January 2025	March 2025		Competitive Bidding	Not Applicable	Fixed Price
78	71/5/181	Head Office: Baggage Scanner	46171610	The Supply, Delivery, Installation and Commissioning of two (2) Hand Baggage Scanners at the Ministry of Education's Head Office- Towers A and B	June 2025	August 2025		Competitive Bidding	Not Applicable	Fixed Price
79	71/5/182	Metal Detectors	46171610	The Provision and Replacement of 255 Handheld Metal Detectors at 85 Government Secondary Schools	January 2025			Competitive Bidding	Not Applicable	Fixed Price
80										
81	71/5/183	Security Officers: Tablet Devices	43211700	The Supply, Delivery and Commissioning of 140 Tablet Devices for Safety and Security Officers	March 2025	May 2025		Competitive Bidding	Not Applicable	Fixed Price
82	71/5/184	District Coordinators: Laptop Computers	43211500	The Supply, Delivery and Commissioning of 7 Laptop Computers for District Coordinators	March 2025	April 2025		Limited Bidding	Not Applicable	Fixed Price
83	71/5/185	Head Office: Access Control	46171610	The Supply, Delivery, Installation and Commissioning of a Biometric Access Control System at the Ministry of Education's Head Office- Towers A and B	June 2025	August 2025		Competitive Bidding	Not Applicable	Fixed Price
84	71/5/186666	ID Cards for New Employees	46171619	The Supply and Delivery of Ribbon and 100 Blank Identification Cards for New Staff intakes	November 2025	December 2025		Limited Bidding	Not Applicable	Fixed Price
85	71/5/187	Storage	24112400	The Supply and Delivery of a Security Key Cabinet for the Ministry of Education	January 2025	March 2025		Limited Bidding	Not Applicable	Fixed Price
86	71/5/188	Adobe Creative Cloud	43230000	The acquisition of an Adobe Creative Cloud Plan for Audio/Visual Production and Development by the Ministry of Education for its Education Technology Unit	January 2025	February 2025		Limited Bidding	Not Applicable	Fixed Price
87	71/5/189	ScreenPal	43230000	The acquisition of a ScreenPal Subscription for Screen capturing Services by the Ministry of Education for its Education Technology Unit	May 2025	June 2025		Limited Bidding	Not Applicable	Fixed Price
88	71/5/190	Edwise Bundle	43230000	The Acquisition and Installation of an Edwise Bundle for capturing data analytics on use of the School Learning Management System (SLMS) and to facilitate UI and UX with respect to the SLMS for the Ministry's Education Technology Unit	January 2025	February 2025		Limited Bidding	Not Applicable	Fixed Price
89	71/5/191	Professional USB Microphone	52161500	The Supply and Delivery of a Professional USB Microphone for quality voiceovers use for instructions and the like for the Ministry's Education Technology Unit	January 2025	February 2025		Competitive Bidding	Not Applicable	Fixed Price
90	71/5/192	Microphone Isolation Shield	52161500	The Supply and Delivery of a Microphone Shield for buffering sound for increased quality when recording for the Ministry's Education Technology Unit	January 2025	February 2025		Limited Bidding	Not Applicable	Fixed Price
91	71/5/193	Sound stripe Pro Plus	52161500	The acquisition of a Sound stripe Pro Plus Subscription for royalty free production music and video for the Ministry's Education Technology Unit	January 2025	February 2025		Limited Bidding	Not Applicable	Fixed Price
92	71/5/194	iStockphoto Pro Plus	43230000	The acquisition of an iStockphoto Pro Plus + Video subscription for royalty free picture production pictures and video for the Ministry's Education Technology Unit	January 2025	February 2025		Limited Bidding	Not Applicable	Fixed Price
93	71/5/195	Data Capture and Data Entry Services	20122900	The Provision of Data Capture and Data Entry Services for the Input of Teacher and Student Data for the Ministry of Education's Special Needs, Private Secondary Schools and the Home-Schooling Community	January 2025		1 year	Sole Source	Not Applicable	Fixed Price
94	71/5/196	Uniforms	53102700	The Supply and Delivery of Uniforms and Personal Protective Equipment for Ministry Officers and Labourers in the Ministry's General Administration, EPPD and Health and Safety Units	November 2025	January 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
95	71/5/197	Photocopiers	44103100	The leasing of 55 Multi-Purpose Photocopiers for the Ministry of Education – 3 yr. period	February 2025					
96	71/5/198	Ink and Cartridges	44103100	The Supply and Delivery of Ink and Cartridges for the Ministry of Education's Photocopying Machines	November 2025	January &		Competitive Bidding	Not Applicable	Fixed Price
97	71/5/199	Vehicle Maintenance		The Supply and Delivery of equipment for the maintenance of the Ministry's Vehicles				Limiting Bidding (PD)		
98	71/5/200	Vehicle Maintenance	73161605	The Provision of Repair Services for 35 of the Ministry's Vehicles	January 2025		3 months	Competitive Bidding	Not Applicable	Fixed Price
99	71/5/201	Appliances	73152100	The Provision of Repair Services to Appliances within the Ministry's Head Office-Towers A and B	January 2025		2 months	Limited Bidding	Not Applicable	Fixed Price
100	71/5/202	Building Maintenance	72101500	The Provision of Repair and Maintenance works for 10 Ministry Buildings	January 2025		1 year	Competitive Bidding	Not Applicable	Fixed Price
101	71/5/203	Decorations	72101901	The Provision of Decorative Services to the Ministry of Education's Head Office Buildings- Towers A and B for the observance of national holidays including Independence / Republic	July 2025		2 weeks	Limited Bidding	Not Applicable	Fixed Price
102	71/5/204	GPS for Vehicles	25173107	The Supply, Delivery and Installation of GPS and Tracking Systems in 35 of the Ministry of Education's Vehicles	February 2025		2 months	Competitive Bidding	Not Applicable	Fixed Price
103	71/5/205	Disposal of Unserviceable Assets	80161702	The Disposal of Unserviceable Items from 125 Schools and Ministry Offices	February 2025		1 year	Competitive Bidding	Not Applicable	Fixed Price
104	71/5/206	Janitorial Services	76110000	The Provision of Janitorial Services for the Ministry of Education's Buildings and Schools	January 2025		6-12 months	Competitive Bidding	Yes	Fixed Price
105	71/5/207	Security Services	92121500	The Provision of Security Services for the Ministry of Education's Buildings and Schools	January 2025		6-12 months	Competitive Bidding	Yes	Fixed Price
106	71/5/208	Postage	78102200	The Provision of Postage and Courier Services for Local and International mailing	January 2025		8 months	Competitive Bidding	Not Applicable	Fixed Price
107	71/5/209	Enhancing NALIS Library Services	711410	The Restoration of the frame for the painting on the wall of the Foyer in front of NALIS Library RCLRC	January 2025		1 month	Limited Bidding	Not Applicable	Fixed Price
108	71/5/210	Enhancing NALIS Library Services	43211602	The Supply, Delivery and Commissioning of 2 Monitors for display of information on electronic notice boards	February 2025		1 month	Limited Bidding	Not Applicable	Fixed Price
109	71/5/211	Employee Assistance Program	85122100	Delivery of Counselling and Advisory Services on Work-related and personal issues to employees of the Ministry of Education.	January 2025		2-year contract	Competitive Bidding	Yes	Fixed Price
110		Administration of all Examinations under the purview of the unit	78102201	Postage and Courier services for the shipping of materials May to December	January 2025		4-6 months	Limited Bidding	Not Applicable	Fixed Price
111		Administration of all Examinations under the purview of the unit	14111509	Purchase of Stationery for Examinations April to December	January 2025		2-3 months	Limited Bidding	Not Applicable	Fixed Price
112			12161503 or 40161803 56101519 (table) or 56101504 (chairs)	Purchase of Science Materials (chemicals/equipment) for the conduct of Science Practical Examinations May/June 2025	February 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
113				Rental of Furniture for May/June Examinations	January 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
114			92121504	Secure transportation of Examination materials May to December 2025 (via HSSSU)	January 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
115			72101505	Servicing of Examination Vaults located at Police Stations and Education District Offices (via HSSSU) January to December 2025	January 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
116	29/12/2	Survey and redefinition of boundaries – Rudranath Capildeo Learning Resource Centre	72141003 or 72141205	Engagement of a Surveyor to survey and define the boundaries of the compound of the Rudranath Capildeo Learning Resource Centre, Mc Bean, Couva. A Cadastral sheet to be produced at the end of the exercise. This will facilitate the abatement of the squatter issue on site. A Cadastral sheet to be produced at the end of the exercise.	April 2025		3 months	Competitive Bidding	Not Applicable	Fixed Price

117	29/12/2	Formal Request to reserve lands at Ian Ali, Gran Couva for Educational Purposes	72141003 or 72141205	The Ministry of Education is desirous of constructing a school for children with special needs at Ian Ali, Gran Couva. As such a request for approximately 10 acres of land was requested. In pursuit of the same, and upon approval from the Commissioner of State Lands, engagement of a Surveyor to survey and define the boundaries will be required. A Cadastral sheet to be produced at the end of the exercise.	April 2025		3 months	Competitive Bidding	Not Applicable	Fixed Price
118	29/12/2	Status of Lands occupied by the Arima	72141003 or 72141205	Additional blocks were constructed on the compound resulting in the need for Town and Country Planning approval. Accordingly, ownership of the land has been requested. this regard, engagement of a surveyor to survey and define the boundaries is needed. A Cadastral sheet to be produced at the end of the exercise.	April 2025		3 months	Competitive Bidding	Not Applicable	Fixed Price
119	29/12/2	Survey and definition of the site of Belle Vue Early Childhood Care Education (ECCE) Centre (Education Planning Division)	72141003 or 72141205	This is a recently constructed ECCE Centre for which Town and Country Planning Approval is required. As such the intervention of COSL is requested. Accordingly, the Ministry was advised that survey has to be done. If a state surveyor is not available, the MOE to identify and pay for said services, subject to COSL approval. A Cadastral sheet to be produced at the end of the exercise.	June 2025		3-6 months	Competitive Bidding	Not Applicable	Fixed Price
120	29/12/2	Survey and definition of the site of La Horquetta North Early Childhood Care Education (ECCE) Centre	72141003 or 72141205	This is a recently constructed ECCE Centre for which Town and Country Planning Approval is required. As such the intervention of COSL is requested. Accordingly, the Ministry was advised that the survey must be done. If a state surveyor is not available, the MOE to identify and pay for said services, subject to COSL approval. A Cadastral sheet to be produced at the end of the exercise.	June 2025		3-6 months	Competitive Bidding	Not Applicable	Fixed Price
121	29/12/2	Survey and definition of the site of Lower Morvant Government Primary School	72141003 or 72141205	The school is earmarked as a priority project for the Ministry in FY2025. Approval of Town and Country Planning is required and, as such, the intervention of COSL is requested, for proof of ownership. Accordingly, the engagement of a surveyor to survey and define the boundaries will be required, subject to COSL approval.	April 2025		3-6 months	Competitive Bidding	Not Applicable	Fixed Price
122	29/12/2	Survey and definition of the site for Vega de Oropouche Early Childhood Care Centre (ECCE)	72141003 or 72141205	A request was made for state lands to construct a new ECCE Centre given the condition of the original site. Officials from the MOE indicated that there were efforts to reserve lands at Sahadine Trace for educational purposes in the past. COSL to liaise with LSA to identify at least 2 parcels of land for construction of the ECCE Centre. Upon identification of same, it is anticipated that engagement of a Surveyor to survey and define the boundaries will be required.	June 2025		3-6 months	Competitive Bidding	Not Applicable	Fixed Price
123		Purchasing of Centre Office Stationery and Supplies (EARLY CHILDHOOD CARE AND EDUCATION)	47121502 (toiletries) 14111509 (stationery)	Annual supply and delivery of basic toiletries, cleaning supplies and stationery for 143 operational Gov't and Gov't Assisted ECCE Centres.	February 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
124		Materials and Supplies	80101511 or 80111502	Payment of \$6,000.00 annual Material Grant to 143 operational ECCE Centres. This grant is used for the day-to-day maintenance of the Centres.	February 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
125		Short Term Employment	80101511 or 80111502	Payment of salaries to persons temporarily employed as ECCE Cleaners assigned to operational Gov't and Gov't Asst. ECCE centres at a monthly minimum wage of \$3,553.33 (in keeping with revised minimum wage, salaries expected to be increased to \$3,900.00 effective November 01, 2024). ECCE Cleaners are employed on a temporary basis (3 months in keeping with the School Term). Term I - September - December 2024 Term II - January 2025 - April, 2025 Term III - April, 2025 - July, 2025	February 2025		6-8 months	Competitive Bidding	Not Applicable	Fixed Price
126		Fees	80101511 or 80111502	Payment of salaries to 03 ECCE Teaching Assistants (non-contract) at a monthly minimum wage of \$3,553.33 (in keeping with revised minimum wage, salaries expected to be increased to \$3,900.00 effective November 01, 2024).	January 2025			Competitive Bidding	Not Applicable	Fixed Price
127		Hosting Conferences, Seminars and other ECCE Functions		Hosting of ECCE Conference	January 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
128		Office Equipment	14111506 or 43212105	Servicing office printers and the purchasing of 2 laminating machines as well as necessary equipment for the ECCE Division.	February 2025		3-6months	Limiting Biding (PD)	Not Applicable	Fixed Price
129		Furniture and Furnishings	56101502	Purchasing office and centre furniture and furnishings	February 2025		6 months	Competitive Bidding	Not Applicable	Fixed Price
130		Procurement of Minor Equipment for selected ECCE Centre	44111905 or 44111501	Purchasing of minor equipment for ECCE Centres	February 2025		2-3 months	Competitive Bidding	Not Applicable	Fixed Price
131		SERVOL Annual Subvention	80101801	Funds used by SERVOL to maintain its 57 ECCE Centres and 210 teaching staff.	January 2025		8 months	Competitive Bidding	Not Applicable	Fixed Price
132	62/5/1	Strong Room Safe	46000000	The supply and delivery of a strong room safe for use at MOE Head Office. A strong room safe is a secure space for storing valuable items such as firearms.	February 2025		6-12 months	Competitive Bidding	Not Applicable	Fixed Price
133	62/5/1	Hi Vis Vest	46181507	The Supply and Delivery of items for use by MOE Head Office. Hi Vis Vests will be used by MOE Fire Wardens to ensure they are visible during safety briefings and emergencies	January 2025		6-12 months	Competitive Bidding	Not Applicable	Fixed Price
134	71/16/2	Precept Training	86132102	To provide training for the Estate Constables and School Health Safety and Security Officers to enable them to perform their duties efficiently.	January 2025		2- 3 months	Competitive Bidding	Not Applicable	Fixed Price
135	62/9/120	Handle Metal Detectors	46171633	The Supply and Delivery of items for use by SHSSO's in secondary school, by Estate Constables in the District Offices and MOE Head Office to detect metallic objects without physical contact during entry protocols.	January 2025		6-months	Competitive Bidding	Not Applicable	Fixed Price
136	71/5/112	ICT	43211500	The Supply and Delivery of Laptop Computers For Students, Teachers and Administrative Staff of Primary and Secondary Government and Government Assisted Schools Retender	January 2025	April 2025		Competitive Bidding	Not Applicable	Fixed Price
137	71/17/02	Procurement UNESCO Supply and Delivery of Stationery Items	14111509	Supply and Delivery of Office Stationery Items for the Financial Year 2024-2025	January 2025	January 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
138	71/6/7	Procurement Corporate Communications Division Supply and Delivery of Minor Equipment and Audio visual Equipment	56101502	Supply and Delivery of Minor Equipment and Audio Visual Equipment	January 2025	January 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
139	34/18/36	Administration Financial Matters Toners	14111509	Request for approval for procurement of stock items under 26/02/001/10 (i) Stationery and Supplies	January 2025	January 2025		Request for Quotations (RFQ)	Not Applicable	Fixed Price
140	71/25/1	Procurement Unit, Division of School Management and Supervision, Engagement of a Firm for the Provision of Photocopying Equipment and Associated Services by a Leasing Arrangement	44103100	Engagement of a Firm for the Provision of Photocopying and Associated Services by a Leasing Arrangement with the Ministry of Education Head Office at Education Towers located at No. 5 St. Vincent Street, Port of Spain and its Satellite Office situated throughout Trinidad	March 2025		5 - 6 months			Fixed Price
141	71/26/1	The Engagement of the NMTS for Project Management Services to the Ministry of Education for the Fiscal Years 2024/2025 and 2025/2026	92121500	The Engagement of the National Maintenance and Security Company Limited (NMTS) for the Provision of Project Management Services to the Ministry of Education for the fiscal years 2024/2025 and 2025/2027	March 2025		5 - 6 months			Fixed Price
142	54/8/52	Educational Research & Evaluation Testing & Assessment National learning Assessment (NLA/TTNLA) Admin 2025 Administration	20122900	Request to Procure a Data Capture Firm for the Trinidad and Tobago National Learning Assessment and Survey Administration.	April 2025		5 months			Fixed Price / Contract
143	54/8/53	Educational Research and Evaluation (DERE) Testing and Assessment Lower Secondary Proficiency	20122900	Request to Procure a Data Capture Firm for the Lower Secondary Proficiency Examination	April 2025		5 months			Fixed Price / Contract