

NATIONAL MUSEUM AND ART GALLERY



Government of the Republic of Trinidad and Tobago
NATIONAL MUSEUM AND ART GALLERY

Levels 8-10, Tower C, International Waterfront Complex, 1 A Wrightson Road, Port of Spain

Phone: 1 (868) 612 8853 www.mtca.gov.tt

ANNUAL PROCUREMENT ACTIVITIES

Financial Year 2023\ 2024

No.	Project Number	Project Name	UNSPSC Code	Brief Description	Proposed date for issue of Bidding Docs.	Expected Delivery / Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Standstill Period (if applicable) - No. of days	Contract Type
WORKSHOP (1)										
1	The National Museum and Art Gallery	Workshops	25170000	Transportation	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational Training	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
42172001	First Aid Kit (Mobile medical services first aid kits)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price			
WORKSHOP (1)										
2	The National Museum and Art Gallery	Workshops	25170000	Transportation	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational Training	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price
42172001	First Aid Kit (Mobile medical services first aid kits)	February 2024	Feb-Mar 2024	2 mths	Open Bidding	N/A	Fixed price			
WORKSHOP (2)										
3	The National Museum and Art Gallery	Workshops	25170000	Transportation	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price

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			14111509	Stationery/ Supplies	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational Training	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
			42172001	First Aid Kit (Mobile medical services first aid kits)	March 2024	Mar - Apr 2024	2 mths	Open Bidding	N/A	Fixed price
WORKSHOP (3)										
4	The National Museum and Art Gallery	Workshops	25170000	Transportation	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational training	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			42172001	First Aid Kit (Mobile medical services first aid kits)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
WORKSHOP (4)										
5	The National Museum and Art Gallery	Workshops	25170000	Transportation	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational Training	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
			42172001	First Aid Kit (Mobile medical services first aid kits)	May 2024	May - June 2024	2 mths	Open Bidding	N/A	Fixed price
WORKSHOP (5)										
6	The National Museum and Art Gallery	Workshops	25170000	Transportation	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			56101519	Tables	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			86100000	Vocational Training	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			95111601	Venue (Street or avenue or road or boulevard)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			42172001	First Aid Kit (Mobile medical services first aid kits)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
EXHIBITION (1)										

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7	The National Museum and Art Gallery	Traveling Exhibits	25170000	Transportation	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/ PC	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55121700	Signage	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			55121900	Signage Equipment	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			45111603	Projection Screen	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			45121504	Digital Camera	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			49101700	Awards	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Uniform (T-shirt & Name Tag)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price
42172001	First Aid Kit (Mobile medical services first aid kits)	January 2024	Jan-Feb 2024	2 mths	Open Bidding	N/A	Fixed price			
EXHIBITION (2)										
8	The National Museum and Art Gallery	Traveling Exhibits	25170000	Transportation	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
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			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			45121504	Digital Camera	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			49101700	Awards	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			90101600	Banquet and catering services	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			14111509	Stationery/ Supplies	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
			53102700	Staff Uniform (T-shirt & Name Tag)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price
42172001	First Aid Kit (Mobile medical services first aid kits)	Apr 2024	Apr-May 2024	2 mths	Open Bidding	N/A	Fixed price			
EXHIBITION (3)										
9	The National Museum and Art Gallery	Traveling Exhibits	25170000	Transportation	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			52161510	Audio System	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			56101542	Folding Chairs	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			81112602	Laptop/PC	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			55101515	Promotional/ Information Material (NMAG Branded Items)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
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			55121900	Signage Equipment	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			45111603	Projection Screen	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
			43222631	Dongle (Hotspot) (Wireless fidelity base stations Wifi)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
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			49101700	Awards	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
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			53102700	Uniform (T-shirt & Name Tag)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price
42172001	First Aid Kit (Mobile medical services first aid kits)	June 2024	June - July 2024	2 mths	Open Bidding	N/A	Fixed price			
INFRASTRUCTURE (2)										
10	Sugar Museum/ Servilla House	Landscaping	72102902	Landscaping Services	January 2024	Jan - Mar 2024	2 mths	Open Bidding	N/A	Fixed Term Contract
11	Fort San Andres/ City Museum of Port of Spain	Landscaping	72102902	Landscaping Services	January 2024	Jan - Mar 2024	2 mths	Open Bidding	N/A	Fixed Term Contract
MUSEUM COLLECTION INSURANCE										
12	The National Museum and Art Gallery	Museum Art Collection	84131500	Insurance services for structures and property and possessions	September 2024	September 2024	1 mth	Sole source procurement	N/A	Fixed price

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ADMINISTRATION (4)										
13	The National Museum and Art Gallery	Maintenance of Vehicles	80161505	Maintenance of One (1) Executive Vehicle in Use for Delivery of Mail and other Official Duties	December 2023	December 2023	1 mths	Sole source procurement	N/A	Fixed price
14	The National Museum and Art Gallery	Repairs to printers/Office Equipment	44101501	Printers and photocopying machines in heavy use	January 2024	Jan-Feb 2-24	2 mths	RFQ	N/A	Fixed price
15	The National Museum and Art Gallery	Office Stationery & Supplies	44121638	Suplies to compensate for increase in officers and activities.	January 2024	Jan-Feb 2-24	2 mths	Open Bidding	N/A	Fixed price
16	The National Museum and Art Gallery	Self Storage	78131806	Self storage or mini storage service.	September 2024	September 2024	1 mth	Sole source procurement	N/A	Fixed price