



**Government of the Republic of Trinidad and Tobago**  
**MINISTRY OF TOURISM, CULTURE AND THE ARTS**  
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**ANNUAL PROCUREMENT ACTIVITIES -Southern Academy for the Performing Arts**  
**Financial Year 2024/2025**

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	Department
1	7272/0002/01	Audio and lighting equipment	52161520	Purchase and installation of audio and lighting equipment. (LED Lighting fixtures, GrandMA Consoles, GrandMa 3 Lite Grand Ma On PC, systems and accessories, PA speaker and monitors)	Jan-01	Jul-31	6 months	RFP	N/A	Fixed Term Contract	Operations
			39112400		Jan-01	Jul-31	6 months	RFP	N/A	Fixed Term Contract	
2	7272/0004/01	Consumables	27112700 27113100 27113300 39111610 26111701 26111702 26111707	Purchase of various consumables inclusive but not limited to: Fog and Haze Fluids Various Fastening Tools Various Precision Tools Flashlights Rechargeable, Alkaline and Lead Acid Batteries	Jan-01	Jul-31	6 months	RFQ	N/A	Fixed Term Contract	Operations
3	7272/0010/02	Office Equipment	44000000	Purchase of Office Equipment of Desktop PC, Personal Computers and Mobile workstations, printers,UPS and cabinet for additional staff.	Jan-01	Jul-31	6 months	RFQ	N/A	Fixed Term Contract	Administration
4	7272/0003/01	Stage Equipments	24101613	Upgrade to the stage equipment inventory, inclusive of risers and ramps. Inspection and Upgrade to fly system for the stage inclusive of fly bars, locks, rollers, ropes, cables and cradles, line conditioner.	Jan-12	Jul-31	6 months		10	Fixed Term Contract	Operations
			31151500		Jan-12	Jul-31	6 months	RFQ	10	Fixed Term Contract	
			31171804		Jan-12	Jul-31	6 months	RFQ	10	Fixed Term Contract	
5	7272/0005/01	Large Venue Projection System	45111607	Purchase and installation of a large venue projection system.	Jan-12	Jun-31	5 months	RFQ	10	Fixed Term Contract	Operations
					Jan-12	Apr-30	3 months	RFQ	10	Fixed Term Contract	
6	7272/0006/01	Repairs and Maintenance to Equipment	72151705	Procurement of service for the repair and maintenance of theatre equipment (microphones, lighting fixtures, sound and lighting console), surveillance cameras, generators, fire extinguishers, computers etc.	Apr-01	Jun-30	3 months	RFQ	N/A	Fixed Term Contract	Operations
			52161520		Apr-01	Jun-30	3 months	RFQ	N/A	Fixed Term Contract	
			39112300		Apr-01	Jun-30	3 months	RFQ	N/A	Fixed Term Contract	
			52161500		Apr-01	Jun-30	3 months	RFQ	N/A	Fixed Term Contract	
7			72100000		Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	

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	7272/0007/01	Repairs and Maintenance to Building	72101500	Procurement of service for the repairs and maintenance for air condition units, plumbing, drainage, electrical repairs and supplies, and general painting, mould and pest treatment	Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	Operations
			72101507		Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	
			72101510		Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	
			72101511		Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	
			72103301		Mar-01	Sep-13	6 months	RFP	N/A	Fixed Term Contract	
8	7272/0008/01	Repairs and Servicing		JLG 30AM man-lift	Dec-01	Jan-10	1 month	Sole Source	N/A	Fixed Term Contract	Operations
9	7272/0011/02	Installation of ICT system	80111512	To Upgrade hardware, increase bandwidth, enhance security, implementation of network monitoring, enhance scalability, upgrade software, PBX etc.	Dec-01	Jun-09	6 months	RFP	10	Fixed Term Contract	Administration
			81160000		Dec-01	Jun-09	6 months	RFP	10	Fixed Term Contract	
10	7272/0009/01	Grand Curtain	52131500	Replacement of all theatrical curtains in the main theatre, for Framing the playing area of a production/event. Concealment - Masking offstage Areas Scenic Backdrops Acoustic Enhancements Creation of Illusions or special effect.	Jan-12	May-31	4 months	RFQ	10	Fixed Term Contract	Operations
11	7272/0012/02	Kitchen and Lounge for Staff	48101800	Upgrade the kitchen and lounge area, with furniture and small kitchen appliances	Jan-12	Apr-30	3 months	RFQ	10	Fixed Term Contract	Administration
			56101601		Jan-12	Apr-30	3 months	RFQ	10	Fixed Term Contract	
12	7272/0020/01	Signs and Equipment		To procure Health and safety signs and equipment: traffic cones, speed hump, barriers with light, garbage bins, disable parking, sundarlal popo signage	Nov-30	Mar-01	4months	RFQ	10	Fixed Term Contract	Operations
					Nov-30	Mar-01	4 months	RFQ	10	Fixed Term Contract	
					Nov-30	Mar-01	4 months	RFQ	10	Fixed Term Contract	
13	7272/0013/02	Uniforms	53102700	Purchase of Uniforms for administrative and facilities staff	Mar-11	May-31	2 months	RFQ	N/A	Fixed Term Contract	Administration
			53102706		Mar-11	May-31	2 months	RFQ	N/A	Fixed Term Contract	
			53102713		Mar-11	May-31	2 months	RFQ	N/A	Fixed Term Contract	
14	7272/0014/02	Office Stationery and Supplies	44102911	Purchase of office stationery for administrative activities: printer toner and ink, copy-paper, envelopes, filing folders, ring-binders, batteries, business cards	Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	Administration
			44120000		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			14111507		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			43202010		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			14111703		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			26111700		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			44121506		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
			47000000		Jan-12	Sep-13	8 months	RFQ	N/A	Fixed Term Contract	
15	7272/0015/02	Groceries	50201700	Purchase of Grocery Items for meetings and trainings ; Coffe, tea, milk etc	Jan-01	Aug-01	7 months	RFQ	N/A	Fixed Term Contract	Administration
			50131700		Jan-01	Aug-01	7 months	RFQ	N/A	Fixed Term Contract	
			53131608		Jan-01	Aug-01	7 months	RFQ	N/A	Fixed Term Contract	
					Jan-01	Aug-01	7 months	RFQ	N/A	Fixed Term Contract	
16	7272/0016/02	Training	80111504	Staff training in development areas such as customer service for users, procurment training etc	Jul-01	Sep-13	2 months	RFQ	N/A	Fixed Term Contract	Administration
			72151707		Jul-01	Sep-13	2 months	RFQ	N/A	Fixed Term Contract	
			80142000		Jul-01	Sep-13	2 months	RFQ	N/A	Fixed Term Contract	

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17	7272/0017/02	Software	81112501	Human Resources, Project Management and Finance Software- This will cover MS Visio, Ms Project, Peachtree/Sage Accounting software	Dec-01	Apr-01	4 months	RFQ	10	Fixed Term Contract	Administration
18	7272/0018/02	Other Contracted Services	25191531	Procurement of services for waste disposal, sanitization, hygiene solution.	Feb-01	Sep-13	7 months	RFQ	N/A	Fixed Term Contract	Administration
			76121600		Feb-01	Sep-13	7 months	RFQ	N/A	Fixed Term Contract	
			76101501		Feb-01	Sep-13	7 months	RFQ	N/A	Fixed Term Contract	
			76110000		Feb-01	Sep-13	7 months	RFQ	N/A	Fixed Term Contract	
19	7272/0021/01	Promotions, Publicity and Printing	82100000	Procurement of services in promotions and advertising.	Feb-01	Aug-31	7 months	RFQ	N/A	Fixed Term Contract	Operations
			82101504		Feb-01	Aug-31	7 months	RFQ	N/A	Fixed Term Contract	
			82101601		Feb-01	Aug-31	7 months	RFQ	N/A	Fixed Term Contract	
			82101603		Feb-01	Aug-31	7 months	RFQ	N/A	Fixed Term Contract	