

Entity: Ministry of Tourism and Entertainment
Procurement Plan for year 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
						Q1-Q2	Q2-Q3	Q3-Q4	
	1. Goods								
	Small Equipment (Iron, Microwaves etc.)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Text & Reference Materials			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Books & Official Publications			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Subscriptions & Newspapers			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Stationery, Medical & Office Supplies			N	LT & DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Food & Drink (Seminar Logistics and Administration)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Janitorial Services			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Ministers Sectoral Presentation (Printing etc.)			N	LT	Q1	Q1	Q1	
	Board Fees			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Registration & Fees			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Training (Seminars & Conferences)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Training (Meals)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Training (Accommodation)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Motor Vehicle Insurance			N	LT			Q4	

	Motor Vehicle Repairs & Servicing			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Motor Vehicle Fuel & Lubricants			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Motor Vehicle Liscensing & Fitness			N	DC	Q1			
	Repairs to Furniture (Fixtures & Fittings)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Other Repairs (Miscellaneous)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Computer Repairs & Maintenance			N	LT	Q1-Q4	Q1-Q4		
	Computer Hardware			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Computer Software			N	LT	Q1-Q2		Q4	
	Computer Software Maintenance			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Computer Cartridges			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Local Advertising, Promotions & PR Services			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Official Entertainment			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Courier Services			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Wireless Svs, Cable & Postal Charges			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Tourism Linkages Hub - Office Equipment & Stationery			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Tourism Linkages Hub - Stakeholder Consultations (Accommodation and Meals)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	

	Pension Planning- Stakeholder Consultations (Accommodation & Meals), Public Education Programme (Media-related services)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Gazetting of Approved List of Travel Agencies (Graphic Design and Media Publication)								
	Disaster Risk Management - Training Workshops (Equipment Rental , Catering, Accommodation & Meals)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Water Sports Policy Consultations (Venue, Catering, Accommodation)								
	Adaptation Fund Project - Enhancing the Resilience of the Agricultural Sector and Coastal area to protect Livelihood and Food Security								
	Adaptation Fund Project - Hireage of Motor Vehicle			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Adaptation Fund Project- Rental of Equipment			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Adaptation Fund Project - Printing & Photocopying			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Adaptation Fund Project - Computer Hardware			N	LT	Q1-Q2	Q1-Q4	Q1-Q4	
	Adaptation Fund Project - Advertising & Promotion			N	DC	Q1-Q2	Q1-Q4	Q1-Q4	
	Adaptation Fund Project - Training (Venue Rental, Catering)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Adaptation Fund Project- Stationery & Office Supplies)			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Adaptation Fund Project - Fire Protection Services (Training and Purchase of Equipment)			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	2. Consulting Services								
	Adaptation Fund Project - Enhancing the Resilience of the Agricultural Sector and Coastal area to protect Livelihood and Food Security								
	Adaptation Fund Project - Local Consultancy			N	DC & LCB	Q2-Q4	Q2-Q4	Q2-Q4	
	Economic Impact Study- International Consultancy			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	Contract awarded
	Pension Planning- Local Consultancy			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	

Entity : Devon House Development Company Ltd.

Procurement Plan for year : 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
				Y / N		Publication	Award	Start	
	1. Goods								
	Stationery Items			N	LT/DC	Q1 to Q4	Q1 to Q4	Q1 to Q4	
	Printing & Production			N	LT/DC	Q1 to Q4	Q1 to Q4		
	Janitorial Supplies and Services			N	LT	Q2	Q2	Q2	
	2. Works								
	Capital Expenditure								
	Supply and installation of Wireless Cameras	No.	21	N	LT	QTR1	QTR1	QTR1	Awaiting Committee Endorsement
	Rehabilitation of existing entrance and exit gate along with perimeter fence	M	2700	N	OT	QTR1	QTR1	QTR2	
	Construction of the Devon House Ice Cream Outlet and the Multipurpose Fa	Sq.m	330	N	OT	QTR2	QTR3	QTR3	
	Supply and installation of Air Conditioning Units for the Devon House Mansi	No.	3	N	LT	QTR1	QTR1	QTR1	
	Supply and Install Standby Generator	No.	1	N	LT/RFP	QTR1	QTR1	QTR1	
	Construction of Staff Quarters	sq.m	100	N	LT	QTR1	QTR2	QTR2	
	Rehabilitation of the Terrace	sq.m	600	N	LT	QTR1	QTR2	QTR3	

	Painting of the Devon House Mansion	sq.m		N	OT	QTR2	QTR2	QTR2	
	Construction of Commercial Greenhouse	sq.m		N	LT	QTR3	QTR3	QTR3	
	Re-roofing of the Devonshire, the Grog Shoppe, and the Courtyard	Sq.m		N	OT	N/A	QTR1	QTR1	Contract Awarded in 2012/2013
	Repair defected drainage system on the roof of the Mansion	LM		N	LT	N/A	QTR1	QTR1	Contract Awarded in 2012/2013
	Rehabilitation of the Devon House Parquet Floor Columns, and railings	Sq.m		N	LT	N/A	N/A	QTR1	Contract Awarded in 2012/2013
	Rehabilitation of the Garbage House	Sq.m		N	LT	N/A	QTR1	QTR1	Contract Awarded in 2012/2013
	Rehabilitation of Public Bathrooms	No.		N	LT	QTR1	QTR2	QTR2	Contract Awarded in 2012/2013
	Lighting of Grounds	No.		N	OT	N/A	QTR1	QTR1	
	Rehabilitation of the Devonshire	Item		N	OT	QTR1	QTR2	QTR2	
	Rehabilitation of the Orchid Room	Item		N	LT	QTR1	QTR1	QTR1	
	<i>Routine Property Maintenance</i>								
	Equipment Repairs			N	LT	Q1 TO Q4	Q1 TO Q4	Q1 TO Q4	
	Building Repairs			N	LT	Q1 TO Q4	Q1 TO Q4	Q1 TO Q4	
	Other Repairs and Maintenance			N	LT	Q1 TO Q4	Q1 TO Q4	Q1 TO Q4	
	3. Non-consulting services								
	Property Insurance			N	LT				Contract was awarded for 3 years from FY 2011/2012 to 2013/2014

	Garbage Disposal			N	LT				Contract was awarded for one (1) year from FY 2012/2013 to 2013/2014
	Security Services			N	OT				Contract was awarded for two (2) years from FY 2012/2013 to 2014/2015
	Advertising (Yellow Pages) (part of Marketing budget)			N	Sole Source	Q1 to Q4	Q1 TO Q4	Q1 TO Q4	Advertisement done through Yellow Pages - contract awarded in FY 2012/2013
	Other Marketing Services			N		Q1 to Q4	Q1 TO Q4	Q1 TO Q4	
	Health & Life Insurance Services			N	DC				Contract awarded in FY 2011/2012 to FY 2014/2015 for three years
	Delivery Services			N	DC				Contract awarded in FY 2012/2013 to FY 2013/2014 for one year
	Website Site Update (part of Marketing budget)			N	LT	Q2	Q2	Q2	
	4. Consulting Services								
	Audit & Accounting Services			N	LT	Q2	Q2	Q2	
	Legal Services			N	Sole Sourcing	Q1 TO Q4	Q1 TO Q4	Q1 TO Q4	

Entity: Jamaica Tourist Board
Procurement Plan for 2013/2014
Summary

Ref. No.	Description	Unit of Measure	Quantity	Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
				Y / N		Publication	Award	Start	
						Q1-Q2	Q2-Q3	Q3-Q4	
	Goods								
	Printing Destination Brochure- English	Brochure	25000		Limited Tender			Q1	USA
	Printing Destination Brochure - English	Brochure	25000		Limited Tender			Q2	USA
	Printing Destination Brochure - Spanish & French	Brochure	10000		Limited Tender			Q2	USA
	Tee Shirts	Tee Shirt	10000		Limited Tender			Q1,Q2	USA
	Tote Bags	Tote Bag	2000		Limited Tender			Q1	USA
	Jamaican Coffee	Pack	2000		Limited Tender			Q2	USA
	Wrist Bands	Wrist Band	10000		Limited Tender			Q1	USA
	Jamaican Caps	Cap	1000		Limited Tender			Q2	USA
	Subscriptions & Newspaper				Direct Contracting				USA, Canada, UK/Euroopy, Jamaica
	Stationery, Medical & Office Supplies				Dr Cont./Limited Tender				USA, Canada, UK/Euroopy, Jamaica
	Food and Drink	Meeting	30		Direct Contracting				Jamaica
	Motor vehicle - Fuel & Lubricant	Car	3		Direct Contracting				Jamaica
	Computer Cartridges	Cartridge	100		Direct Contracting				

	Uniforms	Employee	98		Limited Tender			Q1	
	Computers	Computer	6		Limited Tender		Q2	Q2	
	Non- Consulting Services								
	Jamaica Travel Specialist Series	Seminar	9		Limited Tender			Q1,Q2,Q3,Q4	USA
	Social media campaign	Seminar	2		Direct Contracting			Q2	Canada
	Transat Product Launch	Seminar	11		Direct Contracting			Q2	Canada
	Sunwing Product launch	Seminar	10		Direct Contracting			Q1	Canada
	Air Canada Vacations Product Launch	Seminar	8		Limited Tender		Q1	Q1	Canada
	Training for Agents in St Johns	Seminar	1		Limited Tender		Q2	Q2,Q3	Canada
	Sponsorship of Events	Event	9		n/a			Q1,Q2,Q3,Q4	
	Wireless, Cable and Postal Services				Direct Contracting			Q1,Q2,Q3,Q4,	USA, Canada, UK/Europe, Jamaica
	Motor vehicle Repairs and Servicing	car	3		Direct Contracting			Q1,Q2,Q3,Q4	
	Security Services				Direct Contracting				
	Repairs to Furniture & Fixture				Direct Contracting			Q2,Q3,Q4	
	Repairs and Maintenance of Computer Hardware	Computer	145		Direct Contracting			Q1,Q2,Q3,Q4	USA, Canada, Uk/Europe Jmaica
	Maintenance of Computer Software	Software	16		Direct Contracting			Q1,Q2,Q3,Q4	USA, Canada, Uk/Europe Jmaica
	Consulting Services								
	Overseas PR. Services				ICB			Q1	Global P.R. Started 1/4/2012

Entity: Tourism Enhancement Fund
Procurement Plan for year: 2013/2014

Ref. No.	Description	Unit of Measure	Quantity	Prequalification Y / N	Proc. Method [1]	Estimated dates			Status & Comments[2]
						Publication	Award	Start	
	1. Goods								
	Office supplies			N	LT			Q1 - Q4	
	Subscriptions			N	DC			Q1 - Q4	Awarded in 2013
	Advertising & public relations			N	LT			Q1 - Q4	
	Motor Vehicle		1	N	LT			Q2	
	Computer Equipment		4	N	LT			Q2 - Q3	
	Office Furniture & Fixtures			N	LT			Q2 - Q4	
	2. Works								
	Leasehold Improvement			N	LT			Q2-Q3	
	3. Non-consulting services								
	Property rental, repair & maintenance			N	DC			Q1-Q4	Awarded in 2013
	Courier services			N	DC			Q1-Q4	Awarded in 2013
	Insurance			N	DC			Q1-Q4	Awarded in 2013
	Vehicle maintenance			N	LT			Q1-Q4	
	Catering services			N	LT			Q1-Q4	
	4. Consulting Services								
	Consultant			N	DC			Q1-Q4	Awarded in 2012 - Ongoing work in 2013
	Legal services			N	DC			Q1-Q4	Awarded in 2012 - Ongoing work in 2013
	Audit services			N	DC			Q1	Awarded in 2013
	Staff training			N	DC			Q1-Q4	
	Public relations			N	RFP			Q1-Q4	