

Ref. No.	Description	Unit of Measure	Quantity	Estimated Budget & Funding Source	Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
							Publication	Award	Start	
				Total	Y / N					
Property	Janitorial and Maintenance Services.				N	Limited	4th Qtr of 2012	3rd Qtr 2013	4th Qtr 2013	tenders are being evaluated
Property	Plumbing Services (Pump House)				N	Limited	4th Qtr of 2012	3rd Qtr 2013	3rd Qtr 2013	Procurement Process completed
Property	Pest Control Managment				N	Limited	4th Qtr of 2012	2nd Qtr 2013	2nd Qtr 2013	Procurement Process completed
Property	Stable Maintenance				N	Limited	2nd Qtr 2013		4th Qtr of 2012	Procurement Process to be complete
Property	Main Building (Maintenance Works)				N	Limited	2nd Qtr 2013		4th Qtr of 2012	Procurement Process to be complete
Property	Horse Burial				N	Limited	2nd Qtr 2013	3rd Qtr 2013		Procurement Process to be complete
Racing	sand for racing surface	cub/yrd	1000		N	LMTD	Q2	Q3	Q3	Procurement Process to commence
Racing	Steel for maintenance & repair floats/rakes/Starting Gate	length/sheeting	25		N	LMTD	Q2	Q3	Q3	Procurement Process to commence
Garage	DIESEL FUEL	Litres	21,000		Y	tender	Quarter		Jul-13	Procurement Process in progress
Engineering	Tote Equipment	ea	10		y	Sole	Q2	Q2	Q2	Procurement Process to be complete
Engineering	Audio/Video Equipment	each					Q2	Q2	Q2	Procurement Process to be complete
Engineering	Computer Equipment.	ea					Q2	Q2	Q2	Procurement Process to be complete
HR	Staff Uniforms				No		Q1	Q1	Q1	for various categories of workers. Based on the amounts, direct contracting option will be utilized -
HR	Staff Uniforms				No		Q3	Q3	Q3	for various categories of workers. Based on the amounts, direct contracting option will be utilized -
HR	Staff Uniforms				No		Q4	Q4	Q4	for various categories of workers. Based on the amounts, direct contracting option will be utilized -
	2. Works									
Racing	Rental of MotorGrader	hrs	576		N	LMTD	Q1	Q2	Q2	Procurement Process to commence
	3. Non-consulting services									
Racing	Ambulance Service	daily	365		N	LMTD	Q2	Q3	Q3	Procurement Process to commence
Racing	Physician	daily	365		N	LMTD	Q3	Q4	Q4	
Engineering	Data Communication				y	Sole	Q1	Q1	Q1	

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	1. Goods									
	Drugs & Medical Supplies					LT			Q2 & Q4	
	Food & Drink					LT			Q1-Q4	Actual amount needed \$15,000,000.00
	Water Contract					LT			Q1-Q4	
	Uniform (Blazers, Uniform Material, Polo Shirts etc)					LT			Q2-Q4	Actual amount needed \$29,596,800.00, procurement of blazers started last F/Y
	Text & Reference Books					LT			Q2&Q4	Actual amount needed \$1,000,000.00
	Newspaper					LT			Q3	
	Stationery & Office Supplies					LT			Q1-Q4	Actual amount needed \$22,000,000.00
	Motor Vehicle Parts					LT			Q1-Q4	Actual amount needed \$12,000,000.00
	Fuel, Oil & Lubricants					LT			Q1-Q4	Actual amount needed \$16,000,000.00
	Electrical Material & Fittings					LT			Q1-Q4	
	Transportation (Haulage)					LT			Q1-Q4	
	Advertising, Promotion & PR					LT			Q1-Q4	
	Insurance					LT			Q2-Q3	Actual amount needed 3,800,000.00
	Postal Charges- Stamp					LT			Q1-Q4	
	Printing Services(Press Box- release books etc)					LT & LCB	Q1-Q4		Q1-Q4	
	Warlike Stores					LT		Q1	Q2&Q4	
	Computer Parts, Supplies & Cabling					LT			Q1-Q4	Actual amount needed \$11,900,000.00
	Toilet Articles					LT			Q1-Q4	Actual amount needed 5,200,000.00
	Ironmongery, Crockery, Utensils & General Stores					LT			Q1-Q4	
	Tools (Goggles & Night Vision Goggles)					LT		Q2-Q3	Q2	
	Cooking Fuel(Propane gas)					LT			Q1-Q4	

	Sporting Goods					LT				Q1	
	Office Furniture					LT				Q1	
	Office Furniture					LT				Q2-Q3	Procurement started last financial year Lunch tables, Chairs, Desks, Filing Cabinets, Executive Suite etc. two procurement, one started last financial year, goods currently being
	Small Equipment & Appliance					LT				Q1&Q3	Money Counter, Video Conference System this procurement started last F/Y, AC units etc,
	Fixtures & Fittings					LT				Q2	Notice Boards, Blinds etc
	Technical & Scientific Equipment & Instruments					LCB		Q3		Q3	1 Scanner
	Motor Vehicle					LCB		Q1		Q1	Two 30 Seater Buses, two Forklifts procurement process started last financial year, Two Pickup Trucks
	Computer Hardware					LT				Q1-Q4	10 computers, 5 Laptops, Endorsers, Printers Etc
	Computer Software					LT				Q1-Q4	Vmware,Vsphere 5 Etc
	Purchase of Other Capital Goods					LT				Q2-Q3	6 Containers to be used as Offices & Document Center & 1 Generator -St. Ann's Bay
						LT					
	2. Works										
	Tiling-DCC Operation					LT			Q1-Q2	Q1	Completed in Q1
	Renovation and Expansion - House at Sewell Avenue					Open			Q1-Q2	Q1	Completion expected by Q2, procurement process started last F/Y
	Refurbishing windows - King Street					LT			Q1-Q2	Q1	Completion expected by Q2
	Reconfiguration/Construction of Vault- Collections & Accounts (Cashier Area)-Retender					LT				Q1-Q2	Procurement process started last F/Y, to be retendered
	Renovation -Female and Male Bathrooms- Ground Floor, King St.(Internal Audit)-Retender		2 Bathrooms			LT				Q2-Q3	Procurement process started last F/Y, to be retendered
	Renovation Works, Newport East (Head Office)- i.Female Bathroom, 1st Floor Male/Female Bathrooms-Ground Floor, Customs House iii. Pantry - Ground Floor		3 Bathrooms 1 Pantry			LT				Q2-Q3	
	Renovation Works, Newport East (Head Office)- Male Bathroom, Ground Floor,		1 Bathroom							Q2	
	Renovation Works- Commissioner's Suite, DCCS Operation's Suite, Executive Services Administration Office		6 Offices			LT				Q1-Q3	Tiling works completed at DCC operations
	Platform to accommodate containers		4 Platform			LT				Q2	
	Renovation to Sufferance Wharf, Custom House					LT				Q2	
	Creation of Fire Exit- King Street					LCB				Q2-Q3	
	Renovation Works Warehouse Branch- Customs House					LT				Q2-Q3	

	Renovation Works Administration Office- Queen Warehouse, 230 Spanish Town Road				LT			Q2	
	Renovation Works Male & Female Bathroom- 2nd Floor, King Street		2Bathrooms		LT			Q2	
	Renovation Works Queens 230& NMIA				LT			Q2-Q3	
	Engineer's Fee				LT			Q1-Q4	
	3. Non-consulting services								
	Repairs to Furniture, Machinery & Equipment				LT			Q1-Q4	Actual amount needed 10,000,000.00
	Repairs and services to Motor Vehicle				LT			Q1-Q4	
	Courier Service				LT			Q1-Q4	
	Repair & Maintenance of Computer Hardware				LT			Q2-Q4	Actual amount needed 13,500,000.00
	Maintenance of computer software & renewal licence				LT			Q2&Q4	
	Training Expenses				LT			Q1-Q4	Actual amount needed 21,260,000.00
	Janitorial, Pest Control & Waste Disposal Services				LCB			Q1-Q4	Actual amount needed 74,200,000 inclusive of the new contract (Garage disposal,Pharmaceutical & Hazardous Materials)
	Official Publications				LT			Q2	
	Fleet Management & Tracking System				LT		Q1	Q1-Q4	Procurement process started, contract to be sign off
	Laundry Service				LT			Q1-Q4	Actual amount needed 1,500,000.00
	Merchant Fees							Q1-Q4	Actual amount needed 342,000,000.00
	Security				LCB			Q1-Q4	Actual amount needed 66,897,417.00, Contract at MOF, Procurement process started Q1 of 2013
	Agricultural & Gardening Supplies & Services				LT			Q1-Q4	
	Locksmith				LT			Q1-Q4	
	Fire Protection Supplies & Services				LT			Q3	
	Other Purchases of Other Goods & Service (Accommodation)				LT			Q1-Q4	
	Canteen Concessionaire Contract Renewal		1 contract		LCB		Q2-Q4		Including in the amount for Fuel, etc
	4. Consulting Services								
	Local Consultancy Service				LT			Q2-Q3	Actual amount needed 3,500,000
	Legal Services				LT			Q1-Q4	

Entity: Fiscal Services Limited
Procurement Plan for Year 2013-2014

Ref. No.	Description	Unit of Measure	Quantity		Prequalification	Proc. Method [1]	Estimated dates			Status & Comments[2]
							Publication	Award	Start	
					Y / N					
1. Goods										
1	Generator for Queens Warehouse 350 KVA	lot	1.00		N/A	LCB	Previous Yr	Q1	Q2	Contract Awarded
2	UPS for NMIA	lot	1.00		N/A	LT	Previous Yr	Q1	Q2	Contract Awarded
3	CRAC Unit for Computer Suite	lot	1.00		N/A	LCB	Previous Yr	Q1	Q2	Contract Awarded
4	Server / Blade Server / Storage Server / Enclosure	each	18.00		N/A	LT	Q1-4	Q1-4	Q1-4	Servers bought throughout yr
5	Blade Server Memory Kit Expansion	each	10.00		N/A	LT	Q1	Q3	Q3	Processing
6	HP Blade Servers and enclosures	lot	1.00		N/A	LCB	Previous Yr	Q1	Q2	Contract Awarded
7	Tuning for SAN infrastructure	lot	1.00		N/A	DC	-	Q2	Q1	
8	HP Maintenance Contract	lot	1.00		N/A	DC	-	Q1	Q2	Year 2 of a Contract
9	Fire Suppression	lot	1.00		N/A	LT	Q1	Q1	Q1	
10	UPS for Stamp Office	lot	1.00		N/A	LT	Previous Yr	Q1	Q2	Contract Awarded
11	UPS (Morant Bay & Brown's Town)	lot	1.00		N/A	LT	Previous Yr	Q2	Q2	Processing - Evaluation done
12	Tape Drives	each	5.00		N/A	LT	Q1	Q1	Q1	
13	Hard Drives for BL460c and Power Supply for HP c7000	lot	2.00		N/A	LT	Previous Yr	Q1	Q1	Contract Awarded
14	UPS Maintenance Support (Batteries for TAJ)	lot	3.00		N/A	LT	Q1	Q1	Q1	
15	Role-based Access Control	lot	1.00		N/A	LCB	Q2	Q3	Q3	
16	Enterprise Virtualisation Solution	lot	1.00		N/A	LCB	Q2	Q3	Q3	
17	Red Hat Linux Support	lot	1.00		N/A	DC	-	Q3	Q3	
18	Firewall Logging Server	lot	1.00		N/A	LT	Previous Yr	Q1	Q1	Contract Awarded
19	Symantec Antivirus Support Renewal	lot	1.00		N/A	LT	Q3	Q3	Q3	
20	Symantec AntiVirus Licenses	lot	700.00		N/A	LT	Q3	Q3	Q3	
21	Checkpoint Infrastructure Upgrade	lot	5.00		N/A	LT	Q3	Q3	Q3	Processing
22	Checkpoint Firewall Gateway & Edge Device Subscription	lot	1.00		N/A	LT	Q3	Q3	Q3	Processing
23	Tuning of Data Centre Core for 10GB Upgrade	lot	1.00		N/A	LT	Q2	Q2	Q2	
24	F5 Big IP LTM EOL Replacement & Maintenance	lot	2.00		N/A	DC	-	Q4	Q4	Processing
25	Enterasys Dragon IDS/IPS Support	lot	1.00		N/A	LT	Q4	Q4	Q4	Processing
26	PKI DCL ID Renewal - Symantec	lot	35.00		N/A	DC	-	Q2	Q2	Processing
27	IPAM Renewal	lot	1.00		N/A	DC	-	Q2	Q2	Processing
28	McAfee Vulnerability Subscription (Licenses + 1 Server)	lot	1000.00		N/A	LT	Q3	Q3	Q3	Processing
29	Maintenance & Support for Core Equipment (ICT) - 7609 and 4506	lot	6.00		N/A	LT	Q3	Q3	Q3	
30	WAN Management System & Service Desk Support Renewal	lot	1.00		N/A	DC	-	Q3	Q3	

31	Installation of High Speed WAN links	each	6.00		N/A	LT	Q3	Q3	Q3	
32	PBX Upgrade- TAJ	lot	3.00		N/A	LCB	Q4			
33	LAN Switches	lot	8.00		N/A	LT	Q1	Q1	Q1	Processing - PO Issued
34	LAN Switches Spares	lot	8.00		N/A	LT	Q4	Q4	Q4	
35	FODC LAB Environment	lot	1.00		N/A	LT	Q3	Q3	Q3	
36	MS Exchange Enterprise CALs	lot	140.00		N/A	DC	-	Q3	Q3	
37	MS SQL Server and User License	lot	7.00		N/A	DC	-	Q2	Q2	
38	Microsoft Software Renewals (Project, Visio, Office Pro)	lot	1.00		N/A	DC	-	Q2	Q2	
39	LCD Monitors	lot	35.00		N/A	LT	Q3	Q3	Q3	Processing
40	Desktop PCs	lot	10.00		N/A	LT	Q3	Q3	Q3	
41	Printers	lot	4.00		N/A	LT	Q3	Q3	Q3	
42	Laptop	lot	20.00		N/A	LT	Q2	Q3	Q3	Processing
43	Scanner	lot	2.00		N/A	LT	Q2	Q3	Q3	
44	UPS Infrastructure	lot	1.00		N/A	LT	Q3	Q3	Q3	
45	PBX Network Upgrade - FSL	lot	1.00		N/A	LT	Q4	Q4	Q4	
46	Cooling Unit for UPS Room	lot	2.00		N/A	LT	Q3	Q4	Q4	
47	Meat Chiller	lot	1.00		N/A	LT	Q3	Q4	Q4	
48	Corporate Wellness Room & Equipment	lot	1.00		N/A	LT	Q3	Q4	Q4	
49	Dat72/150 Media Cartridges and Cleaning Cartridges	each	120.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
50	LTO Tape Cartridges and Cleaning Cartridges	each	100.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
51	Computer Supplies (Disc Media, Toners, Ink, Ribbons)	each	40.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
52	BizPay Support	lot	1.00		N/A	DC	Q1-4	Q1-4	Q1-4	Paid Monthly
53	IBM SSSO Site License	lot	1.00		N/A	DC	-	Q2	Q2	Processing
54	ACL - Support Renewal	lot	1.00		N/A	DC	-	Q2	Q2	
55	Fuel for standby generator	each	10.00		N/A	DC	-	Q1-4	Q1-4	Bought As Needed
56	Stationary Supplies	each	1.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
57	Cleaning and Sanitation Supplies	each	1.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
58	Fluorescent bulbs and related items	each	1.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
59	Other Electrical/Cabling Materials and Fittings	each	1.00		N/A	LT	Q1-4	Q1-4	Q1-4	Bought As Needed
2. Works										
60	Installation of Hurricane Proof Windows	lot	1.00		N/A	LT	Q1	Q3	Q3	Processing - Evaluating
61	Integrated Video & Access Ctrl System (IVACS) expansion	lot	1.00		N/A	LT	Q3	Q3	Q3	
3. Non-consulting services										
62	Penetration Testing	lot	1.00		N/A	DC	-	Q3	Q3	
63	Security Services Contract	lot	1.00		N/A	LCB	Q3	Q4	Q4	
4. Consulting Services										

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				Total				Publication/ Request	Award	Start	
	1. Goods										
	Public Education & Awareness Programme - Promotional Items	Each	1,000.00			N	LT	Q2-Q4	Q2-Q4	Q2-Q4	
	Public Education & Awareness Programme - Brochures/Posters	Each	10,000.00			N	LT	Q3	Q3	Q4	
	Office Supplies	Lot	4			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	ICT Supplies and Accessories	Lot	4			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Purchase of Books (Educational Material) for the Library	Lot	4			N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Office Equipment	Lot	4			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Office Furniture and Fixtures	Lot	4			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Purchase of Servers and Laptops	Lot	4			N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	2. Works										
	Building Repairs (Remedial)	Lot	2			N	LT	Q2	Q2	Q3-Q4	
	3. Non-consulting services										
	Group Life Insurance	Person	26			N	DC	Q1	Q1	Q1	PR
	Group Health Insurance	Person	26+			N	DC	Q1	Q1	Q1	PR

	Staff Training (Local and Overseas)	Person	26		N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Public Education & Awareness Programme (Media and Advertising)	Spot/ Placement	400		N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	General Advertising	Spot/ Placement	10		N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Public Education & Awareness Programme (School Programme)	Each	1		N	LT	Q3	Q3	Q4	
	Public Education & Awareness Programme (Policyholders' Training)	Quarter	4		N	DC	Q1-Q4	Q3-Q4	Q3-Q4	
	15th Anniversary Activities/Financial Market Fair	Each	1		N	LT	Q1-Q2	Q1-Q2	Q1-Q2	PR
	Public Education & Awareness Programme (National Financial Literacy)	Each	1		N	LT	Q3	Q3	Q4	
	Outreach Activities/Expos/Trade Shows	Quarter	4		N	LT	Q2-Q4	Q2-Q4	Q2-Q4	
	Public Education & Awareness Programme Policyholder's Training (Admission of Credit Unions)	Quarter	4		N	LT	Q2-Q4	Q2-Q4	Q2-Q4	
	Rental of Car Park	Space/Lot	10		N	LT			Q1	A
	Printing of Stationery Supplies	Lot	4		N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	External Data Centre Hosting (3 year period)	Each	1		N	GG	Q2	Q2	Q2	
	Repairs for Machinery and Equipment	Lot	4		N	LT	Q1-Q4	Q1-Q4	Q1-Q4	
	Air Transportation	Trip	3		N	LT	Q1-Q3	Q1-Q3	Q1-Q3	
	Overseas Accommodation	Room	6		N	DC	Q1-Q3	Q1-Q3	Q1-Q3	
	Local Transportation	Trip	5		N	DC	Q1-Q4	Q1-Q4	Q1-Q4	
	Designing and Printing of the FY2012/2013 Annual Report	Each	300		N	LT	Q1	Q1	Q2	PR
	Annual Servicing and Maintenance of Machinery and Equipment	Year	1		N	DC	Q1-Q4	Q1-Q4	Q1-Q4	PR
	4. Consulting Services									
	Contingency Planning and Simulation Exercise	Hours	160		N	LT	Q2	Q2	Q3	
	Business Analyst	Hours	460		N	LT	Q2	Q2	Q3	
	Contracted Internal Auditing Services	Year	5		N	LCB	Q3	Q4	Q4	FY2014/201 to FY2018/2019

	Development of a Payout Management Information System	Each	1		Y	LT	Q1	Q3	Q4	
	External Legal Service	Hours	130		N	LT	Q1-Q4	Q1-Q4	Q1-Q4	PR

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				Total						
1. Goods										
	Laminator	n/a	1		n	D/C		Q2		
	Stewards DVD player/recorder	n/a	1		n	D/C		Q2		
	Endoscope	n/a	1		n	L/T		Q1		
	Stewards Drug Testing Kit.	n/a	1		n	D/C		Q1		
	Desktop Computers	n/a	8		n	L/T		Q3		
	IT Server	n/a	1		n	L/T		Q2		
	Lasix	mg	1		n	L/T		Q1		
	Furnitures	n/a	n/a		n	L/T		Q2		
	System Softwares	n/a	n/a		n	L/T		Q2		
	Stationery	n/a	n/a		n	L/T		Q2		
	18000 Air Condition Unit		1		n	D/C		Q1	One stop Appliances	Q1 Completed
2. Works										
	Building repairs	n/a	na/		n	L/T		Q2		
	AC Maintenance	n/a	n/a		n	D/C		Q1		
	Motor Vehicle Maintenance	n/a	4		n	D/C		Q1		
3. Non-consulting services										
	Computer Servicing	n/a	n/a		n	L/T		Q2		
	Jamtorial Services	n/a	n/a		n	L/T		Q1		
	Pest Control	n/a	n/a		n	D/C		Q1		
	Software maintenance	n/a	n/a		n	L/T		Q3		
	Audit Fees	n/a	1		n	L/T		Q1		
	Security Services	n/a	n/a		n	L/T		Q3		
	Peril Insurance	n/a	1		n	L/T		Q1		
	Racing Industry Insurance	n/a	1		n	L/T		Q1		
4. Consulting Services										
	Energy Audit	n/a	1		n	D/C		Q2		

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						Publication	Award	Start	
				Y / N					
1. Goods									
250100	Drugs & Medical Supplies (First Aid Supplies)	each	3	N	RFQ			Qtr 1	
250200	Food & Drink	each	12	N	RFQ			Qtr 1 - Qtr 4	
250400	Text & Reference Books	each	2	N	RFQ			Qtr 1 - Qtr 4	
250700	Photocopy and Printing paper	reams	4	N	RFQ			Qtr 3 - Qtr 4	
250700	Printer cartridges and toners	each	4	N	RFQ			Qtr 3 - Qtr 4	
250700	Imaging Film	each	2	N	RFQ			Qtr 3 - Qtr 4	
250700	Pens	each	4	N	RFQ			Qtr 3 - Qtr 4	
250700	Erasers	each	3	N	RFQ			Qtr 3 - Qtr 4	
250700	File Jackets	each	2	N	RFQ			Qtr 3 - Qtr 4	
250700	Markers and highlighters	each	3	N	RFQ			Qtr 3 - Qtr 4	
250700	Glue Sticks	each	2	N	RFQ			Qtr 3 - Qtr 4	
250700	Staples	each	3	N	RFQ			Qtr 3 - Qtr 4	
250700	Paper Clips	each	2	N	RFQ			Qtr 3 - Qtr 4	
250700	Treasury Tags	each	4	N	RFQ			Qtr 3 - Qtr 4	
250700	Envelopes	each	1	N	RFQ			Qtr 3 - Qtr 4	
253700	Cleaning & Sanitation		1	N	RFQ			Qtr 3 - Qtr 4	
259900	Other goods and services			N	RFQ			Qtr 3 - Qtr 4	
310100	Furniture	each	2	N	RFQ			Qtr 3 - Qtr 4	
310200	Small Equipment & Appliances	each	3	N	RFQ			Qtr 3 - Qtr 4	
310300	Fixtures & Fittings	each	2	N	RFQ			Qtr 3 - Qtr 4	
319900	Computer Hardware	each	2	N	RFQ			Qtr 3 - Qtr 4	
319900	Computer Software		3	N	SS			Qtr 3 - Qtr 4	
2. Works									
NONE									
3. Non-consulting services									
250300	Bedding & Clothing		12	N	SS			Qtr 1 - Qtr 4	
251503	Promotion, Advertising & Public Relations		12	N	RFQ			Qtr 3 - Qtr 4	
251800	Printing & Photocopying Services		1	N	RFQ			Qtr 3 - Qtr 4	
252100	Repairs & Maint. - Furniture		1	N	RFQ			Qtr 3 - Qtr 4	
252100	Repairs & Maint. - Equipment		1	N	RFQ			Qtr 3 - Qtr 4	
252100	Repairs & Maint. - Machine		1	N	RFQ			Qtr 3 - Qtr 4	
252100	Repair & Maint. - Buildings & Other Equip		4	N	RFQ			Qtr 3 - Qtr 4	
252200	Repairs & Maint. - Motor Vehicles		1	N	RFQ			Qtr 3 - Qtr 4	
252300	Courier Services		1	N	RFQ			Qtr 1 - Qtr 4	
252500	Repair & Maint. - Computer Hardware		1	N	RFQ			Qtr 3 - Qtr 4	
252700	Computer, Parts, Supplies & cabling		3	N	RFP			Qtr 3 - Qtr 4	
253000	Training Expenses		4	N	RFQ			Qtr 1 - Qtr 4	
254300	Conferences		1	N	RFQ			Qtr 3 - Qtr 4	
254400	Security		1	N	RFP			Qtr 1	PR
259908	Audit Fees		1	N	RFQ			Qtr 4	
250601-2	Subs. Magazines, Newspapers		1	N	SS			Qtr 4	
4. Consulting Services									

Description	Unit of Measure	Quantity	Prequalification Y/N	Proc. Method [1]	Estimated dates			Status & Comments[2]
					Publication	Award	Start	
1. Goods								
Drugs			N	shopping				
Medical Supplies			N	shopping				
Advil Cold & Sinus	box	180	N	shopping				
Omnigel/Bengay	bottles	18	N	shopping				
Panadol Extra Strength	box	180	N	shopping				
Glycerine with ichthammol	bottles	9	N	shopping				
Cotton	bags	180	N	shopping				
Benjam Antacid	bottles	180	N	shopping				
Thera-Flue	packs	540	N	shopping				
Disposable Gloves	box	30	N	shopping				
Adreus Salt	box		N	shopping				
Alcohol	bottles	90	N	shopping				
Sanitary Napkin	packs	100						
Food and Drink			N	shopping				
Coffees	case	648	N	shopping				
Condensed milk	case	432	N	shopping				
Sugar	Kilo	180	N	shopping				
Creamer	bottles	540	N	shopping				
Foil-Aluminium	rolls	432	N	shopping				
Juice - fru- Fruit Punch	case	2160	N	shopping				
Milo	packs	108	N	shopping				
Mayonnaise (med)	bottles	18	N	shopping				
Napkins	packs	2448	N	shopping				
Syrup	QRT	216	N	shopping				
Tang (assorted)	packs	430	N	shopping				
Disposable cake plates	packs	1125	N	shopping				
Disposable -Large Plates	packs	2280	N	shopping				
Disposable (hot cups)	packs	1080	N	shopping				
Onion Powder	28.5g	9	N	shopping				
Cling Wrap	rolls	216	N	shopping				
Tea mint	packs	1080	N	shopping				
Black Pepper	gram	10	N	shopping				
Plastic Forks	packs	720	N	shopping				
Plastic Spoon	packs	720	N	shopping				
Cream Crackers	packs	270	N	shopping				
Bedding			N	shopping				
Clothing			N	shopping				
Text and Reference Books			N	shopping				
Official Publication			N	shopping				
Subscriptions to Magazine, Etc								
Newspaper			N	shopping				
Magazines, periodicals			N	shopping				
Stationery & Supplies			N	shopping				
Paper			N	shopping				
Paper - Letter Size - 8.5" x 11	reams	38000	N	shopping				
Paper - Legal Size - 8.5 x 14	reams	28000	N	shopping				
Xerox Paper - Letter Size - 8.5 x 11	reams	18000						
Xerox Paper - Legal Size 8.5 x 14	reams	18000	N	shopping				
File Jackets			N	shopping				
File Jackets - various types		45000	N	shopping				
Diary	each	2115	N	shopping				
Note Books			N	shopping				
Pens, Pencils other writing tools			N	shopping				
Pens:			N	shopping				
Black Ink	each	32400	N	shopping				
Blue Ink	each	32400	N	shopping				
Red Ink	each	10350	N	shopping				
Purple Ink	each	1800	N	shopping				
Pencils	each	31500	N	shopping				
Highlighters	each	10350	N	shopping				
Markers:			N	shopping				
Red	each	4950	N	shopping				
Blue	each	11700	N	shopping				
Green	each	11700	N	shopping				
Mean Streak Permanent Markers	each	11160	N	shopping				
Felt Tip Pens	each	20160	N	shopping				
White Board Markers	each	11000						
Sharpie Markers (Fine Point)	each	10080	N	shopping				
Junbo Markers:			N	shopping				
Black Ink	each	11700	N	shopping				
Green	each	11700	N	shopping				
Blue	each	11700	N	shopping				
Envelopes			N	shopping				
9 x 6		45000	N	shopping				
4 x 9		198000	N	shopping				
4 1/8 x 9 1/2		450000	N	shopping				
12 x 15 1/2		135000	N	shopping				
9 x 12		135000	N	shopping				

5 x 10		117000	N	shopping					
4 x 6		135000	N	shopping					
Other stationary & supplies			N	shopping					
Standard Staples	packs	9720	N	shopping					
1/2" Staples	packs	27000	N	shopping					
5/8" Staples	packs	22500	N	shopping					
1 1/4" Staples	packs	24300	N	shopping					
3/8" Staples	packs	22500	N	shopping					
15/16" Staples	packs	27000	N	shopping					
Heavy Duty Staples	packs	9000	N	shopping					
Heavy Duty Staple Remover	packs	9000	N	shopping					
Staple Remover	each	4500	N	shopping					
Paper Punch (eyelet)	each	5400	N	shopping					
3 Hole Paper Punch	each	3600	N	shopping					
Bull Dog Clips #2	each	6200	N	shopping					
Treasury Tags	box	117000	N	shopping					
Rubber Bands	bags	37800	N	shopping					
Glue Stick	each	11160	N	shopping					
Dry Eraser Markers	each	21600	N	shopping					
Eraser	each	14400	N	shopping					
Eraser Silk (typewriter)	each	8568	N	shopping					
Masking Tape:			N	shopping					
1 1/2"	each	13500	N	shopping					
1"	each	13500	N	shopping					
2"	each	13500	N	shopping					
Cellophane Tape:			N	shopping					
3/4"	each	13500	N	shopping					
2"	each	13500	N	shopping					
1"	each	13500	N	shopping					
Packaging Tape (Tan)	each	9000	N	shopping					
Stamp Pad	each	216	N	shopping					
Stamp Pad Ink	each	108	N	shopping					
Stamp Pads		216	N	shopping					
Spirals Binders:			N	shopping					
3/8"	each	18000	N	shopping					
2"	each	18000	N	shopping					
1/2"	each	2250							
1"	each	22250							
5/8"	each	18000	N	shopping					
Binding Covers (Transparent)	packs	50							
Binding Covers (backing)	packs	50							
Binder Clips	each	2700	N	shopping					
Liquid Paper	each	900	N	shopping					
Paper Clips:			N	shopping					
Jumbo	packs	2700	N	shopping					
Small	packs	2250	N	shopping					
Post-it Pads:			N	shopping					
3 x 5	each	18000	N	shopping					
3 x 3	each	18000	N	shopping					
1.5 x 2"	each	9000	N	shopping					
Post-it fax Pads	packs	100							
Push Pins	packs	1350	N	shopping					
Thumb Tacks	packs	1800	N	shopping					
Scissors	each	324	N	shopping					
Desk Pads	each	216	N	shopping					
Letter Opener	each	216	N	shopping					
4 Quire	each	13500	N	shopping					
3 Quire	each	13500	N	shopping					
2 Quire	each	108							
DVD	each	108	N	shopping					
CD-R 80mins/ 700 MB	each	108	N	shopping					
Mouse Pads	each	144	N	shopping					
Batteries: 9V	each	102	N	shopping					
Batteries: Size C	each	270	N	shopping					
Batteries: Size D	each	1080							
Batteries: AA	each	1080							
Batteries: AAA	each	1080	N	shopping					
Batteries: Sanyo AAA	each	108	N	shopping					
TDK D90	each	108	N	shopping					
Flash Drive - 4 GB	each	108	N	shopping					
Flash Drive - 1GB	each	108	N	shopping					
Flash Drive - 32GB	each	108	N	shopping					
Flash Drive- 8GB	each	108	N	shopping					
Recording Cassettes - Mini	each	108	N	shopping					
Steno Pads	each	1080	N	shopping					
Lodgement Books	each	1080	N	shopping					
Judgement Orders IR 52	each	27000	N	shopping					
Subject Cards	each	10800	N	shopping					
UV Lamp Bulbs	each	108	N	shopping					
Court Book	each	45	N	shopping					
Stock Book	each	45	N	shopping					
General Receipt Book	each	180	N	shopping					
Return of Taxes & License Book	each	36	N	shopping					
Tamper Proof Bags 9x12	each	2070	N	shopping					
Tamper Proof Bags 12x16	each	2070	N	shopping					
Tamper Proof bags 20 x25	each	1575	N	shopping					
Data Binders 91/2 x 11	each	45							
Ruled paper (double)	sheets	270							
Ruled Paper (single)	sheets	504							
Rulers 18"	each	540							
Calculator Ribbons	each	342							

Expanding Folder	each	108		shopping					
Staple Machine	each	1,116		shopping					
Cartridge Paper	each	900		shopping					
Certificate Paper	each	2,250		shopping					
Document Wallets	each	900		shopping					
Office glue	bottles	2880		shopping					
Advertising, Promotion & PR				shopping					
Printing & Photocopying Services				shopping					
Forms:				N	Shopping				
Payment Voucher P1 (B)		10800		N	Shopping				
1 Part Advice 9 1/2 x 11		216		N	Shopping				
2 Part Advice 14 7/8 x 11		216	N	N	Shopping				
Notice of Registration 8 1/2 x 5 1/2		216	N	N	Shopping				
Notice of Estimated Assessment		216	N	N	Shopping				
Petty Cash Voucher P3		5400	N	N	Shopping				
Payment Voucher P2		10800	N	N	Shopping				
IT06		10800	N	N	Shopping				
IT07		10800	N	N	Shopping				
Motor Vehicle Advice		135	N	N	Shopping				
ET01		72000	N	N	Shopping				
IT01		108000	N	N	Shopping				
IT02		54000	N	N	Shopping				
IT03		18000	N	N	Shopping				
IT05		45000	N	N	Shopping				
CASH Receipt Book		54	N	N	Shopping				
Cash Sheet Books		63	N	N	Shopping				
Application for Motor Vehicle Transaction MVO1		168750	N	N	Shopping				
Application for Private Drivers Licence		79650	N	N	Shopping				
Application for General Direver's licence		41625	N	N	Shopping				
SOT		54000	N	N	Shopping				
TRN Supplemental Information Individual		42300	N	N	Shopping				
Application for Ren. Drivers Lice F7		100,000	N	N	Shopping				
Application- Trade Licence		56250	N	N	Shopping				
Application - International Permit		22500	N	N	Shopping				
Application for Provisional Drivers Licence IR65		112500	N	N	Shopping				
Application for GCT		18000	N	N	Shopping				
Clearance Letter		25875	N	N	Shopping				
Certificate of Pay P24		112500	N	N	Shopping				
Certificate of Leaving P45		5625	N	N	Shopping				
Notice of Failure For GCT	box	45	N	N	Shopping				
GCT Demand Notices	box	180	N	N	Shopping				
Application Tax Compliance Certificates		27000	N	N	Shopping				
Point of Sale Form		67500	N	N	Shopping				
Contractor Levy Pads	pads	270	N	N	Shopping				
GCT Return (4B)		9000	N	N	Shopping				
Property Tax Information		56250	N	N	Shopping				
Property Tax Summons/Return Receipt (Fact of Filing)		56250	N	N	Shopping				
Cash Sheet Advice #45		4500	N	N	Shopping				
International Driver Licence Application		22500	N	N	Shopping				
Judgement Orders IR52		22500	N	N	Shopping				
TRN Additional Info. Individuals		11250	N	N	Shopping				
TRN Additional Info. Organization		11250	N	N	Shopping				
Details of Tradings Schedule 1		112500	N	N	Shopping				
Notice of Lien	pads	450	N	N	Shopping				
Motor Vehicle Advice Pads (79001)	pads	2225	N	N	Shopping				
Payment Reminders	box	180	N	N	Shopping				
Other				N	Shopping				
Appendix A General Receipt Book	each	18	N	N	Shopping				
Travel Register	each	9	N	N	Shopping				
CAS 09 Receipts	each	4500000	N	N	Shopping				
Revenue Deposit Received Book	each	90	N	N	Shopping				
Baliff Receipt Books	each	900	N	N	Shopping				
TRN Blank Cards	each	144,000	N	N	Shopping				
TRN Data Sheets		2,100	N	N	shopping				
TRN Plastic Card Holder	each	99,000	N	N	Shopping				
Macco Computer Labels	box	66	N	N	Shopping				
TRN Card Holders		144,000	N	N	Shopping				
Report Paper 2 part Continuous Paper			N	sole source					
Attendance Register	each	63	N	N	Shopping				
Machinery & Equipment				N	Shopping				
Furniture (chairs, etc)			N	N	Shopping				
Air Conditioners			N	N	Shopping				
Equipment									
Repairs & Service to Vehicle (Other Garage)									
Computer Parts Supplies & Cabling				N	Shopping				
Parts				N					
Paper				N	Shopping				
Debit Card Rolls 2 1/4' (small)	reams	2250	N	N	Open Frame				
Fullcap One-Sided Carbon	reams	135	N	N	Shopping				
Cabling			N	N	Shopping				
Supplies and Accessories			N	N	Shopping				
3 Place Dust Covers		36	N	N	Shopping				
1 Place Dust Cover		36	N	N	Shopping				
Anti Glear Screen		108	N	N	Shopping				
HP Acc. Smart Power		108							
Printer Cartridges & Toner				N	shopping				
Xerox WorkCentre Pro 2636				N	shopping				
Black : 006R01175	each	16							
Cyan: 006R1176	each	12							
Magenta: 006R01177	each	12	N	N	shopping				

Yellow: 006R01178	each	12	N	shopping					
Drum Cartridge: 013R00588	each	32							
Fuser Kit: 008R12933	each	1							
Xerox 7335/7346:			N	shopping					
Assembly Drum	each	2							
Xerox Toner 6386:									
Magenta 106R01215	each	4	N	Shopping					
Yellow 106R01216	each	4	N	Shopping					
Black 106R01221	each	4	N	Shopping					
Cyan 106R01214	each	4	N	Shopping					
Xerox Toner 4600:									
Black: 106R01534	each	8							
Drum Cartridge: 113R00762	each	4							
Xerox Toner - Color Cube 5309									
Cyan: 108R00837	box	12							
Magenta:108R00838	box	12							
Yellow: 108R00839	box	12							
Black: 008R00840	box	24							
Xerox Toner - Work Centre 7345									
Black: 006R01175	each	16							
Cyan 006R1176	each	12							
Magenta: 006R01177	each	12							
Yellow: 006R01178	each	12							
Drum Cartridge: 013R00588	each	16							
Water Toner Cartridge: 008R12903	each	6							
TK 411 Toner Cartridge	each	108	N	Shopping					
TK Kyocera Toner	each	108	N	Shopping					
Toner Kit (cyan) TK 857C	each	108	N	Shopping					
Black TK 857K	each	108	N	Shopping					
TK 421	each	108	N	Shopping					
Toner Kit (magenta) TK 857M	each	108	N	Shopping					
Yellow 857Y	each	108	N	Shopping					
TK 112	each	108	N	Shopping					
Epson DFX 5000/8000 code# 8766	each	108	N	Shopping					
FX 2190 Epson Ribbons	each	108	N	Shopping					
Epson Endorser Ribbon ERC 27	each	216	N	Shopping					
Epson Endorser Ribbon ERC 38B	each	108	N	Shopping					
Epson S1IC7 Red	each	108	N	Shopping					
Epson S1IC6 (K)	each	108	N	Shopping					
Epson Ribbon 5013264 #8750	each	108	N	Shopping					
FX 2170 Ribbon (CSO15086)	each	108	N	Shopping					
Epson 5015531/ 5015086 (2180, 2081, 2070)	each	108	N	Shopping					
Epson Ribbon (5015384) DFX 1000	each	108	N	Shopping					
Brother DR-350	each	324	N	Shopping					
Brother Belt unit, BU 100CL	each	324	N	Shopping					
Brother Toner Cartridge, TN 460	each	324	N	Shopping					
Brother Drum Unit Dr 510	each	324	N	Shopping					
Brother Toner Cartridge, TN 540	each	324	N	Shopping					
Brother Waste Toner Box, WT 100CL	each	324	N	Shopping					
Brother TN 350	each	324	N	Shopping					
HP Kits C9725A Imaging Fuser	each	324	N	Shopping					
HP Fusing Unit 110-127	each	324	N	Shopping					
HP Colour Fuser Kit C4197A	each	324	N	Shopping					
HP Colour Fuser Kit C4196A	each	324	N	Shopping					
Image Transfer Kit C3875A	each	324	N	Shopping					
Image Transfer Kit C3876A	each	324	N	Shopping					
HP Maintenance Kit Q5421A	each	324	N	Shopping					
HP Print Cartridges C6656A	each	324	N	Shopping					
HP C8363WL, Tri-Colour 97	each	324	N	Shopping					
HP C8767W 96	each	324	N	Shopping					
HP C6657 AL, Tri-Colour 57	each	324	N	Shopping					
HP C4904 AL (magenta)	each	324	N	Shopping					
HP C4903 (cyan)	each	324	N	Shopping					
HP C4902 (yellow)	each	324	N	Shopping					
HP C6615 DL, 15	each	324	N	Shopping					
HP C6625A, 17 Tri colour	each	324	N	Shopping					
HP C6578DA, 78A	each	324	N	Shopping					
HP C1823D Tri-Colour 23	each	324	N	Shopping					
HP C9392 Magenta 88XL	each	324	N	Shopping					
HP C8391 Cyan	each	324	N	Shopping					
HP Toner Cartridge C9396AL 88XL Black	each	324	N	Shopping					
HP C9393 (Yellow)	each	324	N	Shopping					
HP 51645AA, 45A	each	324	N	Shopping					
HP CD975A Black	each	324	N	Shopping					
HP CD 974A yellow	each	324	N	Shopping					
HP Q6470A 3600/3800 (black)	each	324	N	Shopping					
HP Q6472A (yellow)	each	324	N	Shopping					
HP Q6471A (Cyan)	each	324	N	Shopping					
HP Q6473A (Magenta)	each	324	N	Shopping					
HP Q7581A (Cyan)	each	324	N	Shopping					
HP Q7582A (yellow)	each	324	N	Shopping					
HP Q7583A (Magenta)	each	324	N	Shopping					
HP Laserjet Q3961A (Cyan)	each	324	N	Shopping					
HP Laserjet Q3963A (Magenta)	each	324	N	Shopping					
HP Laserjet Q3962A (Yellow)	each	324	N	Shopping					
HP Laserjet Q3960A (Black)	each	324	N	Shopping					
HP Laserjet Q2683A (Magenta)	each	324	N	Shopping					
HP Laserjet Q2670A (Black)	each	324	N	Shopping					
HP Laserjet Q2681A (Cyan)	each	324	N	Shopping					
HP Laserjet Q2682A (yellow)	each	324	N	Shopping					

HP C4191A (Black)	each	324	N	Shopping					
HP C4192A (Cyan)	each	324	N	Shopping					
HP C4193A (Magenta)	each	324	N	Shopping					
HP C4194A (Yellow)	each	324	N	Shopping					
HP C4195A (Imaging Drum)	each	324	N	Shopping					
GENCOM:									
Genicom Ribbon 3860/3880	each	324	N	Shopping					
Genicom 2265/2280	each	324	N	Shopping					
Genicom 4800	each	324	N	Shopping					
MT 660-MT6690	each	324	N	Shopping					
4470/4490	each	324	N	Shopping					
T6215	each	324	N	Shopping					
3800/3900	each	324	N	Shopping					
IBM 634 3005 Toner 12 Cartridge	each	324	N	Shopping					
OKI Transfer Belt	each	324	N	Shopping					
OKI Fuser Unit	each	324	N	Shopping					
OKI Image Drum (Cyan)	each	324	N	Shopping					
OKI Image Drum (yellow)	each	324	N	Shopping					
OKI Image Drum (magenta)	each	324	N	Shopping					
OKI Image Drum (black)	each	324	N	Shopping					
Fax Cartridges	each	108	N	Shopping					
TN 350 fax Cartridge			N	Shopping					
Laserjet Print Cartridge HP Toner C4182x	each	108	N	Shopping					
HP C3909A	each	108	N	Shopping					
HP CE260A	each	108	N	Shopping					
HP Q5942A	each	108	N	Shopping					
C8061 x HP Toner	each	108							
HP CE390X	each	108	N	Shopping					
HP C4129X	each	108	N	Shopping					
HP C4127 x Toner Cartridge	each	108	N	Shopping					
HP C8543X	each	108	N	Shopping					
HP Q5949A	each	108	N	Shopping					
HP Q2610A	each	108	N	Shopping					
HP Image Fuser Kit Q355A	each	108	N	Shopping					
HP Q7551A, HP 51A	each	108	N	Shopping					
HP Colour Laserjet Imaging Drum Q 3964A	each	108	N	Shopping					
HP CC 364A, 64A Toner	each	108	N	Shopping					
HP Q6511A, 11A	each	108	N	Shopping					
HP Laserjet Q6003A	each	108	N	Shopping					
Hp Laserjet C7115A/15A	each	108	N	Shopping					
HP Laserjet 92274A	each	108	N	Shopping					
HP Laserjet Cartridge Q2612A	each	108	N	Shopping					
HP Toner Cartridge C4092A	each	108	N	Shopping					
HP Laserjet Cartridge 92291A	each	108	N	Shopping					
HP Laserjet Cartridge C4096A	each	108	N	Shopping					

HP 92298A	each	108	N	Shopping					
HP Laserjet Q 6000A-1600,2600, 2605	each	108	N	Shopping					
HP Laserjet Q 6001A	each	108	N	Shopping					
HP Laserjet Q 6002A	each	108	N	Shopping					
HP Laserjet Q 6003A	each	108	N	Shopping					
HP Toner Cartridge C9721A (Cyan)	each	108	N	Shopping					
HP Toner Cartridge C9720A (Black)	each	108	N	Shopping					
HP Toner Cartridge C9723A (Magenta)	each	108	N	Shopping					
HP Toner Cartridge C9722A (yellow) (641A)	each	108	N	Shopping					
other			N	Shopping					
				Shopping					
Toilet Articles			N	Shopping					
Bleach	gal	540	N	Shopping					
Hand Soap	gal	450							
Dishwashing Liquid	gal	450	N	Shopping					
Sun Plus	gal	450	N	Shopping					
Floor Polish	bottle	540							
Scotch Brite (Multipurpose scrub sponge)#8	packs	216	N	Shopping					
Insect spray	each	108	N	Shopping					
Mops (wet & dry)	each	108							
Mop Stick (Domestic)	each	108	N	Shopping					
Industrial Rake	each	54							
Toilet Bowl Cleaner	gal	216	N	Shopping					
Toilet Bowl Brush	each	108	N	Shopping					
All Purpose Cleaner	gal	135	N	Shopping					
Axion	each	108	N	Shopping					
Push Brush	each	36	N	Shopping					
Urinal Block	packs	108	N	Shopping					
Scouring Pads	packs	216	N	Shopping					
Gloves - plastic (cashiers handling money)	packs	100							
Gloves - rubber (washing dishes etc)	packs	100							
Gloves - workman	each	108	N	Shopping					
Bath Soap	packs	36	N	Shopping					
Toilet Bowl Freshener	packs	216	N	Shopping					
Harpic Cleaner	gal	216	N	Shopping					
Degreaser	gal	108	N	Shopping					
Window Cleaner	gal	216	N	Shopping					
Glass Cleaner & Polisher	gal	216	N	Shopping					
Ajax Scouring Powder	each	216	N	Shopping					
Shield All	each	108	N	Shopping					
Industrial - Tissue	Rolls	28800	N	Shopping					
Industrial - Hand Towels	Rolls	28880	N	Shopping					
Disinfectant	gal	1080	N	Shopping					
Disinfectant (spray)	tins	216	N	Shopping					
Dust Bins (large)	each	316							
Insect spray	tins	36	N	Shopping					
Chamois	each	648	N	Shopping					
Plunger	each	200							
Broom	each	54	N	Shopping					
Spray for air Dispenser	each	864	N	Shopping					
Books			N	Shopping					
Cooking Fuel			N	Shopping					
Fire Protection Supplies			N	Shopping					
Office Furniture			N	Shopping					
Small Equipment & Appliances			N	sole source					
Office Fixtures & Fittings			N	shopping					
Computer Hardware			N	shopping					
Computer Software			N	shopping					
2. Works			N	shopping					
Repairs and service to Government Office Building			N	shopping					
3. Non-consulting services			N	shopping					
Local Haulage (relocation)			N	shopping					
Repairs and maintenance of computers			N	sole source					
			N	shopping					Pending
TOTAL			N	Awarded					Awarded

Ref. No.	Description	Unit of Measure	Quantity	Estimated dates			Status & Comments[2]
				Publication	Award	Start	
	1. Goods						
	Procurement of Blazers	Once every two years	35	N/A	Q1	Q1	
	HR Software Solution	One time	N/A	Q2	Q2	Q2	
	Records Management Software Solution	One time	N/A	Q2	Q2	Q2	
	Procurement of Motor Vehicle	One time	1	Q4	Q1	Q1	Process began in Q4 of 2012
	Windows Server 2012	One time	N/A	Q1	Q2	Q2	
	New Software Solutions	One time	N/A	Q4	Q4	Q4	
	Regular Printers & Laser Jets	One time	5 & 2	Q2	Q2	Q2	
	Procurement and Implementation of CCTV, Access Control and Intrusion Detection Solution	one time	N/A	Q2			
	ICBS Scheduled New release	One time	N/A	Q2	Q2	Q3	
	Servers-HP Virtualization Solution	One time	N/A	Q2	Q3	Q3	
	Personal Computers & Laptops	One time	1	Q3	Q3	Q3	
	Computer Maintenance	Qrtly.	80	Q3	Q3	Q3	
	2. Works						
	Generator Maintenance	Bi-monthly	N/A			Q1	Process began in Q4 of 2012 - experienced extenuating delays
	3. Non-consulting services						
	Catering Services	Annually	65	N/A	Q1	Q1	NCC granted approval -DC
	Printing Services for 2013 Annual Report	One time	100 Print & 150 CDs	N/A	Q1	Q1	To be withdrawn due to budgetary constraints
	Production of TV Commercial	One time	N/A	N/A	Q1	Q1	In train
	Production of Feature Stories	One time	10	N/A	Q1	Q1	In train
	Payroll Bureau Burea Services	Annually	70 pers.	Q1	Q1	Q1	
	Sales Training	One time	70 pers.	Q1	Q1	Q1	
	Sales Plan	One time	N/A	Q2	Q2	Q2	
	MS Visio 3 Seat Licenses	One time	N/A	Q2	Q2	Q2	

	Property Maintenance	Annually	N/A	Q2	Q2	Q2	
	Removal (re-location)	One time	N/A	Q3	Q3	Q3	
	4. Consulting Services						
	External Audit Reviews	One time	N/A	Q2	Q2	Q2	
	Consultant - Insurance Management Fees	As needed	N/A	Q3	Q3	Q3	
	Consultant -Audited Financial Statements	Annually	N/A	Q3	Q4	Q4	

Entity: Development Bank of Jamaica
Procurement Plan for year 2013/14

Ref. No.	Description	Unit of Measure	Frequency	Proc. Method [1]	Estimated dates - April 2013 - March 2014			Prequalification Y / N
					Publication	Award	Start	
	1. Goods	1	2					
	Office Supplies			LT / DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	Yes/No
	Grace Tin Juices	Quarterly	4	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Grace Diet Tropical Rhythm	Semi-annual	2	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	no
	Grace Instant Coffee	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Kendel Instant Ginger Tea	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Condensed Milk	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Plastic Cups 9oz	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Vinegar	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Nestle Milo 300g	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Squash 750ml	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Bleach - 1 gal	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Armorall - 1 gal	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Car Shampoo	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	one gallon Hand Soap	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	one gallon Dishwashing Liquid	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Small Industrial Hand Towels	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Industrial Tissue Jumbo Roll (12x1000ft)	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Industrial Hand Towel (6x 1000ft)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Daisy Napkins	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Hospitality Mix (Ground Coffee)	Quarterly	4	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Sugar	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Syrup	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Non Dairy Creamer	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Red Rose 50g	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Tetley Peppermint	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Cerasse Tea	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Lysol Disinfectant	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Catherine Peak Spring water (100g)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Scotch Brite with Sponge	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	J-Cloth	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Garbage Bags	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	HouseHold Gloves	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Assorted Cleaning Products (Sewer / drain, etc)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Stationery							No
	Pens	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Rolodex	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Cello Tape 3/4	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
	Tape Flags	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No

Xerox Letter Size Paper	Quarterly	4	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Xerox Legal Size Paper	Semi-annual	2	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Xerox Ledger Size Paper	Semi-annual	2	DC	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
File Folders(Letter)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
File Folders(Legal)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Ruled Pads(Legal)	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Ruled Pads(Letter)	Quarterly	4	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Tape Dispenser	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Three Tier Trays	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Envelopes:							No
8x12	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
12x15 1/2	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
10x13	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
10x15	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
6x9	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
# 10 Plain Envelops(Manilla)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
# 10 Plain Envelops(White)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
DBJ Envelopes	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
4 1/16 x 6 printed (Private & Confidential)	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
DBJ Letterheads	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Complimentary Slips	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Security Log Books	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Staple Machine	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Staple Remover	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
White Out (Bic)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Post it (3x3 & 3x5)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Steno Pads	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Calculator Ribbon	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Dividers with Manila Tag	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Paper clips (Large & Small)	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Presentation Covers	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Erasers	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Pencils	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Kyocera 6030/8030 Toner	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Garbage Bins	As Needed	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Konica Minolta Toner	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Toner Tk-657	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Xerox 2240 Toner Cartridge cyan	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Xerox 2240 Waste Toner Cartridge	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Xerox 2240 Drum Cartridge	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Canon Lazer Fax Toner Fx3	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Post It Fax pads	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Binder : 14 7/8 x 11	Annual	1	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Parchment Paper	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No
Message Pads	Semi-annual	2	LT	Q1 - Q4	Q1 - Q4	Q1 - Q4	No

Motor Vehicle Expenses (servicing / parts/ petrol, etc)	N/A		DC	Q1-Q4	Q1-Q4	Q1-Q4	No
Advertising & Promotion	N/A		LT	Q1-Q4	Q1-Q4	Q1-Q4	No
Entertainment	N/A		LT	Q1-Q4	Q1-Q4	Q1-Q4	No
Photocopier	N/A		LT	Q4	Q4	Q4	No
Repairs / Maintenance - Computers	N/A		LT	Q1-Q4	Q1-Q4	Q1-Q4	No
2. Works							
Design, Construction & Installation of Metal Stairs	N/A		LT	Q2	Q2	Q2	No
Replacement of Lightening & Earthing Arrestors	N/A		LCB	Q4	Q4	Q4	No
Energy Saving Initiatives	N/A		LCB	Q4	Q1 (2015)	Q1	Yes
Re-work A/C Vents (Air Flow)	N/A		LCB	Q4	Q1 (2015)	Q1	No
Refurbish Cafeteria, Main Lobby, Main Entrance	N/A		LT	Q1-Q4	Q1-Q4	Q1-Q4	No
Repairs/Maintenance	N/A		LT	Q1-Q4	Q1-Q4	Q1-Q4	No
Building Management System A/C	N/A		LT	LT	LT	LT	No
3. Non-consulting services							
Procurement of Janitorial Services	3-year		LCB	Q3	Q4	Q4	No
Procurement of Security Services	3-year		LCB	Q1	Q2	Q2	No
Renewal of General Insurance Portfolio 2014-2017	3-year		LCB	Q3	Q4	Q1 (2014)	No
4. Consulting Services							
Procurement of Legal Services KCT PPP Transaction	N/A	N/A	LT	Q1	Q2	Q2	No
Project Management / Implementation	Days		DC	Q1-Q4	Q1-Q4	Q1-Q4	No
Actuarial Services	4 weeks	N/A	LT			Q1 (2014)	No

Ref. No.	Description	Unit of Measure	QTY	Estimated Budget & Funding Source	PreQual	Proc. Method [1]	Estimated dates			Status & Comments[2]
				Total	Y / N		Publication	Award	Start	
	1. Goods									
	Purchase Motor Vehicle replacement for Nissan X-trail		1		N	lcb			Oct-13	Not yet started
	Purchase Furniture, Plant & Equipment as needed		1		N				Sep-13	Not yet started
	Purchase Stationery for Staff (on a monthly basis)				N					
	Purchase Grocery items for Staff (on a monthly basis)				N					
	Purchase ink toner/cartridges supplies for the copiers/printers (on a monthly basis)				N					
	Laptops		10		N				Sep-13	Not yet started
	Tablets - Mobile Enablement		15		N				Oct-13	Not yet started
	USG Drives (32 GB) for Windows to Go		10		N					Not yet started
	Backup Server - 7 year Backup solution		2		N					Not yet started
	Replacement Desktops over 3 years old		55		N					Not yet started
	MIFI Hotspot Wireless		1		N					Not yet started
	Scanners for Administrative Assistants		12		N					Not yet started
	Replacement Hard Drives		3		N					Not yet started
	Telephones - (Replace Executive Class Phones)		30		N					Not yet started
	Fireproof Storage Cabinet		1		N					Not yet started
	Power supply for Camera & Electronic Door Lock in server room		1		N					Not yet started
	2. Works									
	Renovation of 2nd, 3rd & 4th floors		1		N				Sep-13	Pending internal approval
	Roof Repairs		1		N				Aug-13	Not yet started
	Upgrade Fire suppression system		1		N				Sep-13	Not yet started

	Install air Conditioning Units in the Records & Stock Rooms		1		N			Sep-13	Not yet started
	Installation of Emergency Lights (Stairs & Walkways)		1		N			Sep-13	Not yet started
	Tiling & Waterproofing		1		N			Jul-13	Not yet started
	Replacement of Air conditioning Units & Osbourne Road		1		N			Aug-13	Not yet started
	Replacement of Windows - FSC Building		1		N			Sep-13	Not yet started
	Replace Window Blinds - FSC Building		1		N			Sep-13	Not yet started
	3. Non-Consulting Services								
	Plant Rental & Maintenance		1		N			Sep-13	Pending the signing of the contract.
	Janitorial/Sanitate Services		1		N			Aug-13	Not yet started
	Assessment of Plumbing structure		1		N			Aug-13	Not yet started
	Security Guards		1		N			Sep-13	Not yet started
	4. Consulting Services								
	Internal Audit		1		N	LCB		Sep-13	Board to either endorse or reject recommendation
	Internal Air Quality Assessment		1		N	LCB		Jul-13	Awarded
	PIU - 30 Second Advertisement		1		N	LCB		Aug-13	Pending; to dispatch letters of invitation to shortlisted candidates
	Printing of the Annual Report		250		N	LCB		Jul-13	Awarded
	Security Audit - Phase 1 (Consultancy)		1		N	LCB		Aug-13	Not yet started
	Consultancy to upgrade the elevator		1		N			Jul-13	Govt to Govt arrangement
	Upgrade & Implement Security Audit Recommendations from Phase 1		1		N	LCB		Sep-13	Not yet started
	Trustee Handbook		1		N	ICB		Aug-13	Not yet started
	Human Resource Management System		1		N	LCB		Jul-13	Not yet started
	Securities Market Surveillance System		1			LCB		Nov-13	Not yet started
	Electronic Signature system for the FSC		1			LCB			Not yet started
	Payment of Project Manager's fees		1		N	LCB		Sep-13	AWARDED

	Hardware warranty - servers		1		N	LCB			Sep-13	Not yet started
	Hardware warranty - printers/scanner/fax		1		N	LCB			Sep-13	Not yet started
	maintenance - printers		1		N	LCB			Oct-13	Not yet started
	maintenance - telephones		1		N	LCB			Oct-13	Not yet started
	maintenance - computer room		1		N	LCB			Oct-13	Not yet started
	Software: Development Tools		1		N	LCB			Aug-13	Not yet started
	Software: Survey Software		1		N	LCB			Sep-13	Not yet started
	Software: Human Resource Management System		1		N	LCB			Sep-13	Not yet started
	Microsoft Enterprise Agreement - Government bundle CALs		125		N	LCB			Nov-13	Not yet started
	Security Audit Tool - log consolidation, reviews, IDs		1		N	LCB			Sep-13	Not yet started
	Load and Stress Test Tool		1		N	LCB			Sep-13	Not yet started
	EDRMS (NewGen Omnidocs, Omniflow, etc)		1		N	LCB			Jul-13	Awarded
	Sharepoint (125 Enterprise users licence)		1		N	LCB			Nov-13	Not yet started
	Telephone management system		1		N	LCB			Jan-14	Not yet started
	Lync server		2		N	LCB			Dec-13	Not yet started
	Sql Server 2012		1		N	LCB			Jul-13	Not yet started
	Exchange Server 2013 (email & collaboration)		1		N	LCB			Apr-13	Not yet started
	System Management/Security: Central Security Management Software (microsoft systems center 2012)		1		N	LCB			Sep-13	Not yet started
	Software Maintenance: Virtualization software (eg VMWare or Hyper-v)		1		N	LCB			Apr-13	
	Software Maintenance: Data Loss Protection Software		1		N	LCB			Apr-13	
	Software Maintenance: Central Security Management Software (safeboot)		1		N	LCB			Sep-13	Not yet started
	Software Maintenance: Net Monitoring and Management (system center)		1		N	LCB			Dec-13	Not yet started
	Software Maintenance: Payroll		1		N	LCB			Jan-14	Not yet started
	Software Maintenance: Human Resource		1		N	LCB			Sep-13	Not yet started
	Software Maintenance: Accounting		1		N	LCB			Mar-14	Not yet started
	Software Maintenance: Firewall		1		N	LCB			Aug-13	Not yet started

Software Maintenance:Secure Web Gateway with Identify #gmt and application control		1		N	LCB			Aug-13	Not yet started
Software Maintenance:Anti-virus		1		N	LCB			Sep-13	Not yet started
Software Maintenance:Secure mail		1		N	LCB			Apr-13	
Software Maintenance:Telephone software (voice mail, etc)		1		N	LCB			Oct-13	Not yet started
Software Maintenance:Modusgate - Anti-spam		1		N	LCB			May-13	
Software Maintenance:Domain & SSL Certificates renewal		1		N	LCB			Dec-13	Not yet started
Software Maintenance:Fixed Assets		1		N	LCB			Mar-14	Not yet started
Software Maintenance: Telephone Management system		1		N	LCB			Jan-14	Not yet started
Software Maintenance:Sharepoint		1		N	LCB			Jan-14	Not yet started
Software Maintenance:SysAid Interface with ITIL		1		N	LCB			Sep-13	Not yet started
Maintenance - Internal Software		1		N	LCB			Oct-13	Not yet started
Audits & Testing: ITIL Research & Implementation		1		N	LCB			Feb-14	Not yet started
Hotsite - Monthly Site Rental		12		N					AWARDED
Communications - Network Equipment		2		N	LCB				Not yet started
Communications - Monthly smartphone network rental		20		N	LCB				Not yet started
Team Building - Team building fund		1		N	LCB				Not yet started
Systems Administration Training - Checkpoint		1		N	LCB			Aug-13	Not yet started
Systems Administration Training - Windows server 2012		2		N	LCB			Jul-13	
Systems Administration Training		2		N	LCB			Jul-13	
Systems Administration Training - CISSP		1		N	LCB			Dec-13	Not yet started
Systems Administration Training - IT Governance		2		N	LCB			Dec-13	Not yet started
Systems Administration Training - Sharepoint		2		N	LCB			Sep-13	Not yet started
Systems Administration Training - Visual Studio 2012		1		N	LCB			Aug-13	
Systems Administration Training - Business Analytics		1		N	LCB			Jan-14	Not yet started

	4. Consulting Services									
	Diagnostic Review of the operations of the SLB				Y	ICB	Q1	Q2	Q2	PR
	Consultant for Renovation of the Physical Building (Structure) Located at 82-86 Harbour Street, Kingston				Y	LCB	Q4	Q4	Q4	P

ENTITY : THE PLANNING INSTITUTE OF JAMAICA (PIO)

PROCUREMENT PLAN (PP) FOR YEAR 2013/2014

Ref. No.	Description	Unit of Measure	QTY	Estimated Budget & Funding Source Total	Prequalification Y / N	Proc. Method	Estimated dates			Status & Comments
							Publication	Award	Start	
1. Goods										
1.01	Main computer software and renewal liciences	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
1.02	Computer Parts, supplies and cabling	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
1.03	Stationery	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
1.04	Office Supplies	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
1.05	Office Furniture	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
2. Works										
2.01	Repairs to furniture, Machinery and Equipment	-	-		Y	Direct Contracting	N/A	N/A	N/A	These repairs are done as needed
2.02	Repairs and service to government Office Buildings and Other Facilities	-	-		Y	Direct Contracting	N/A	N/A	N/A	These repairs are done as needed
2.03	Repairs and service to vehicles	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
2.04	Repairs and Maintenance of computers	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
3. Non-consulting services										
3.01	Insurance	Year	1		Y	Limited Tendering	N/A	N/A	N/A	Current insurance expires Nov 2013
3.02	Printing and Photo-Copying	-	-		Y	Direct Contracting	N/A	N/A	N/A	Photo copying and printing is done several times for the year
3.03	Official Entertainment	-	-		Y	Direct Contracting	N/A	N/A	N/A	Entertainment is considered as requested
3.04	Courier Services	Year	1		Y	Direct Contracting	N/A	N/A	N/A	Courier Services are employed as needed
3.05	Janitorial, Pest Control and waste disposal	-	-		Y	Limited Tendering	Oct 6 2013	Nov 1st 2013	Dec 1st 2013	
3.06	Parking	-	-		Y	Direct Contracting	N/A	N/A		Jun-13
3.07	Motor Vehicle Expense	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
3.08	Staff Welfare	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
3.09	Subscription	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
3.1	Local Advertising	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed

3.11	Legal Expense	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
3.12	Recruitment	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
3.13	Function & Meeting	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
3.14	Wireless, Cable & Postage	-	-		Y	Direct Contracting	N/A	N/A	N/A	As Needed
3.15	Land scaping & Ground Maintenance	-	-		Y	Limited Tendering	N/A	N/A	N/A	As Needed
3.16	Security	-	-		Y	Limited Tendering				
4. Consulting Services										
4.01	Training	-	-		Y	Limited Tendering	N/A	N/A		As Needed
4.02	Local Consultancy Services	-	-		Y	Limited Tendering	N/A	N/A		As Needed
4.03	Auditing &Accounting	-	-		Y	Limited Tendering	N/A	N/A		As Needed