



EXPORT CENTRES COMPANY LIMITED

Where Craft Comes Alive

**ANNUAL SCHEDULE
FOR PLANNED
PROCUREMENT ACTIVITIES
2024**

eccltt@gov.tt

For More Info Call:

+1 868 612-7863

No	Project Number	Project Name	UNSPSC Code	Brief Description	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Standstill period (if applicable) – No. of days	Contract Type
1	RFQ # 001/2023-2024	Raw materials for training	11121600 Level 2	Supply of raw materials (lumber, fabrics, craft jewelry etc) for training	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
2	RFQ # 002/2023-2024	Advertising, Promotion and Communication	82101800 Level 3	Marketing and communication services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
3	RFQ # 003/2023-2024	Vehicle Maintenance	78181500 Level 2	Maintenance services for vehicular fleet	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
4	RFQ # 004/2023-2024	Building Maintenance	72101500 Level 2	Building repair and maintenance services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
5	RFQ # 005/2023-2024	Equipment Maintenance	72154100 level 2	Equipment repair and maintenance services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
6	RFQ # 006/2023-2024	Landscaping	72101500 Level 2	Landscaping services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
7	RFQ # 007/2023-2024	Professional Consultation	80101500 Level 2	Advisory/Consultancy services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
8	RFQ # 008/2023-2024	Legal consultation	80122000 Level 1	Provision of legal services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
9	RFQ # 009/2023-2024	Public Relations Initiatives	80171600 Level 1	Public relations services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
10	RFQ # 010/2023-2024	Information Technology subscriptions	23152000 Level 1	Subscription fees	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
11	RFQ # 011/2023-2024	Human Resource Training and Development	86132000 Level 1	Training services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
12	RFQ # 012/2023-2024	OSHA Compliance	80101800 Level 2	Supply of all OSHA products and services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
13	RFQ # 013/2023-2024	Information technology expenditure	43211500 Level 1	Supply of all IT equipment and software	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
14	RFQ # 014/2023-2024	Custodian supplies	47121900 Level 1	Supply of all custodian/janitorial products and equipment	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
15	RFQ # 015/2023-2024	Machinery parts and spares	41116500 Level 2	Supply of all machinery, parts and spares	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price

No	Project Number	Project Name	UNSPSC Code	Brief Description	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for works and services)	Procurement Method	Standstill period (if applicable) – No. of days	Contract Type
16	RFQ # 016/2023-2024	Catering services	90101600 Level 1	Supply of all food items	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
17	RFQ # 017/2023-2024	Office and stationery supplies	80161800 Level 2	Supply of office and stationery items	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
18	RFQ # 018/2023-2024	Retreat and seminars	95122100 Level 2	Hosting services for retreats and seminars	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
19	RFQ # 019/2023-2024	Utilities	83101800 Level 2	Utility services (electricity, water, internet) services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
20	RFQ # 020/2023-2024	Insurance	84131500 Level 1	Insurance services	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
21	RFQ # 021/2023-2024	Rent for building	80131500 Level 1	Leasing servies	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
22	RFQ # 022/2023-2024	Furniture and furnishing supplies	56101700 Level 1	Supply of furniture and furnishing	01/09/2023	01/09/2024	12 months	Request For Quotation	10	Fixed Price
23	RFQ # 023/2023-2024	Digitization of Board Packages	43212200 Level 2	Supply and installation of hardware and software on ICT platform	12/12/2023	01/04/2024	4 months	Request For Quotation	10	Fixed Price
24	RFQ # 024/2023-2024	Covering of walkways	72121100 Level 2	Fabrication and Installing of covered walkways at various sites	01/02/2024	30/04/2024	3 months	Request For Quotation	10	Fixed Price
25	RFQ # 025/2023-2024	Painting of Centres	72101500 Level 2	Painting services/works for buildings	01/03/2024	30/04/2024	2 months	Request For Quotation	10	Fixed Price
26	RFQ # 026/2023-2024	Replacement of Air Conditioning Units	72151200 Level 2	Supply, installation and repairs of new air conditioning units	01/12/2023	31/03/2024	4 months	Request For Quotation	10	Fixed Price
27	RFQ # 027/2023-2024	Outfitting Works for Installation of Woodworking Containers at Plarco	78131800 Level 1	Outfitting of shipping containers for storage	01/02/2024	31/03/2024	2 months	Request For Quotation	10	Fixed Price
28	RFQ # 028/2023-2024	Fencing and Flood Gates	72103300 Level 2	Fabrication and Installation of fencing and flood gates	01/02/2024	30/04/2024	3 months	Request For Quotation	10	Fixed Price
29	RFQ # 029/2023-2024	Lighting fixtures	39101600 Level 2	Installation of lighting fixtures	01/12/2023	28/02/2024	3 months	Request For Quotation	10	Fixed Price