

INDUSTRIAL COURT OF TRINIDAD & TOBAGO

Annual Schedule of Planned Procurement Activities – Fiscal 2024 - 2025

NO.	PROJECT NO.	Project Name	UNSPSC Code	Brief Description	Proposed Date for issuing 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	Comments
1	ICTT 001 of 2024/2025	Provision of Non-Alcoholic Drinks	50202306	Provision of Soft Drinks	Nov-24	Dec-24	One day	RFQ	N/A	Fixed	
2	ICTT 002 of 2024/2025	Remodelling of office space for Audit Unit	72121103	Remodelling of office space for Audit Unit	Jan-25	TBD	TBD	RFQ	N/A	Fixed	
3	ICTT 003 of 2024/2025	Provision of Water Dispensers	48101711	Provision of two Water Dispensers	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
4	ICTT 004 of 2024/2025	Provision of 5 Gal. Blue Waters and Bottled Drinking Water	50202301	Provision of 5 Gal. Blue Waters and Bottled Drinking Water	Jan-25	Feb-25	One day	Single Source	N/A	Fixed	
5	ICTT 005 of 2024/2025	Provision of Door Mats	52101508	Provision of Door Mats	Jan-25	Feb-25	One day	RFQ	N/A	Fixed	
6	ICTT 006 of 2024/2025	Provision of Stationary	14111509	Provision of Stationary	Jan-25	Feb-25	One day	RFQ	N/A	Fixed	
7	ICTT 007 of 2024/2025	Provision of four drawer filing Cabinets	56101702	Provision of four drawer filing Cabinets	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
8	ICTT 008 of 2024/2025	Provision of Ladders	30191501	Provision of Ladders	Jan-25	Feb-24	One day	RFQ	N/A	Fixed	
9	ICTT 009 of 2024/2025	Provision of Stamps	44121604	Provision of Stamps	Jan-25	Feb-24	One day	RFQ	N/A	Fixed	
10	ICTT 010 of 2024/2025	Provision of paper shredding machine	44101603	Provision of paper shredding machine	Mar-24	Mar-24	One day	RFQ	N/A	Fixed	
11	ICTT 011 of 2024/2025	Provision of GBC Laminator Machine	44102801	Provision of GBC Laminator Machine	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
12	ICTT 012 of 2024/2025	Provision of Thermal Binding Machine	44102802	Provision of Thermal Binding Machine	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
13	ICTT 013 of 2024/2025	Provision of Canon Printers	43212100	Provision of Canon Printers	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
14	ICTT 014 of 2024/2025	Provision of Dell Soft-keys Keyboards	43211706	Provision of Dell Soft-keys Keyboards	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
15	ICTT 015 of 2024/2025	Provision of Wired Mouse	43211708	Provision of Wired Mouse	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
16	ICTT 016 of 2024/2025	Provision of Video Conferencing Monitors	43211902	Provision of Video Conferencing Monitors	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	

17	ICTT 017 of 2024/2025	Provision of External Hard Drive	43201827	Provision of External Hard Drive	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
18	ICTT 018 of 2024/2025	Provision of Video Conferencing Monitors	43211902	Provision of Video Conferencing Monitors	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
19	ICTT 019 of 2024/2025	Provision of External Hard Drive	43201827	Provision of External Hard Drive	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
20	ICTT 020 of 2024/2025	Provision of Battery Back Up & Surge Protector	43222900	Provision of Battery Back Up & Surge Protector	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
21	ICTT 021 of 2024/2025	Provision of Office Chairs	56101720	Provision of Office Chairs	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
21	ICTT 021 of 2024/2025	Provision of fireproof cabinets	56101702	Provision of fireproof cabinets	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
22	ICTT 022 of 2024/2025	Provision of Wood Grain L-Shaped Desk	56101703	Provision of Wood Grain L-Shaped Desk	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
23	ICTT 023 of 2024/2025	Provision of Credenza	56101701	Provision of Credenza	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
24	ICTT 024 of 2024/2025	Provision of Small OfficeConference Table Chair Set	56101700	Provision of Small OfficeConference Table Chair Set	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
25	ICTT 025 of 2024/2025	Provision of mobile phone	43191501	Provision of mobile phone	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
26	ICTT 026 of 2024/2025	Provision of Small OfficeConference Table Chair Set	56101700	Provision of Small OfficeConference Table Chair Set	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
27	ICTT 027 of 2024/2025	Provision of Smart TV	52161505	Provision of Smart TV	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
28	ICTT 028 of 2024/2025	Provision of Standing Fans	40101604	Provision of Standing Fans	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
29	ICTT 029 of 2024/2025	Provision of Standing Fans	52141501	Provision of Standing Fans	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
30	ICTT 030 of 2024/2025	Provision of Back Support Cushion	42241802	Provision of Back Support Cushion	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
31	ICTT 031 of 2024/2025	Provision of padlocks	46171501	Provision of padlocks	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
32	ICTT 032 of 2024/2025	Provision of Bins	24112000	Provision of Bins	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
33	ICTT 033 of 2024/2025	Provision of Heavy duty guillotine paper cutter	44102801	Provision of Heavy duty guillotine paper cutter	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
34	ICTT 034 of 2024/2025	Provision of ID Badge Holders	55121804	Provision of ID Badge Holders	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
35	ICTT 035 of 2024/2025	Provision of Toners	44103100	Provision of Toners	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
36	ICTT 036 of 2024/2025	Provision of Nameplates and Nameplatates Holders	55121701 and 55121702	Provision of Nameplates and Nameplatates Holders	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
36	ICTT 036 of 2024/2025	Provision of Trolley	24101706	Provision of Trolley	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
37	ICTT 037 of 2024/2025	Provision of File Folders for Court Files	44122011	Provision of File Folders for Court Files	Jan-25	Mar-25	One day	Sole Source	N/A	Fixed	

38	ICTT 038 of 2024/2025	Provision of Beep Disinfectant Spray	47131803	Provision of Beep Disinfectant Spray	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
39	ICTT 039 of 2024/2025	Provision of Napkins and Handtowels	14111700	Provision of Napkins and Handtowels	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
40	ICTT 040 of 2024/2025	Provision of Vote Book Covers	44122005	Provision of Vote Book Covers	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
41	ICTT 041 of 2024/2025	Provision of Messenger and Laptop Bags	24111500 and 43211619	Provision of Messenger and Laptop Bags	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
42	ICTT 042 of 2024/2025	Provision of Paper	14111500	Provision of Paper	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
43	ICTT 043 of 2024/2025	Provision of Flags	55121715	Provision of Flags	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
44	ICTT 044 of 2024/2025	Provision of Desktop Computer & Laptop	43211500	Provision of Desktop Computer	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
45	ICTT 045 of 2024/2025	Provision of scanner	43211711	Provision of scanner	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
46	ICTT 046 of 2024/2025	Provision of Servers	43211501 & 43211502	Provision of Servers	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
47	ICTT 047 of 2024/2025	Provision of Fumigation and Pest Control for Warehouse and Files	56101703	Provision of Fumigation and Pest Control for Warehouse and Files	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
48	ICTT 048 of 2024/2025	Provision of Fujitsu Scanner	43211711	Provision of Fujitsu Scanner	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
49	ICTT 049 of 2024/2025	Provision of Installation of Wifi Services	81112100	Provision of Installation of Wifi Services	Jan-25	Mar-25	TBD	Single Source	N/A	Fixed	
50	ICTT 050 of 2024/2025	Provision of Ecourt management Software	43230000	Provision of Ecourt management Software	Jan-25	Mar-25	TBD	Sole Source	N/A	Fixed	
51	ICTT 051 of 2024/2025	Provision of RFID Software and Services	43230000	Provision of RFID (Radio Frequency Identification) Software and Services	Jan-25	Mar-25	TBD	Sole Source	N/A	Fixed	
52	ICTT 052 of 2024/2025	Provision of Virtual Courtroom	43222619 & 90111602	Provision of Virtual Courtroom	2025	2025	TBD	Sole Source	N/A	Fixed	
53	ICTT 053 of 2024/2025	Provision of security cameras, Surveillance video or audio recorders Closed circuit television CCTV system	46171610, 46171621 and 46171622	Provision of security cameras, Surveillance video or audio recorders Closed circuit television CCTV system	2025	2025	TBD	RFQ	N/A	Fixed	
54	ICTT 054 of 2024/2025	Provision of x-ray baggage scanner and full body scanner/metal detector	46171624, 46171633 and 46171643	Provision of x-ray baggage scanner and full body scanner/metal detector	2025	2025	TBD	RFQ	N/A	Fixed	
55	ICTT 055 of 2024/2025	Provision of Building Maintenance services for the Sanfernando Industrial Court	72101500	Provision of Building Maintenance services for the Sanfernando Industrial Court	2025	2025	TBD	RFQ	N/A	Fixed	

56	ICTT 056 of 2024/2025	Provision of supplies from the Government Printery (Stock ledger pages, sub voucher forms, other charges vouchers, schedule of accounts, pay record cards, vote book pages, attendance register, travelling books, correspondence register	N/A	Provision of supplies from the Government Printery (Stock ledger pages, sub voucher forms, other charges vouchers, schedule of accounts, pay record cards, vote book pages, attendance register, travelling books, correspondence register	Jan-25	Mar-25	One day	Sole Source	N/A	Fixed	
57	ICTT 057 of 2024/2025	Provision of Locksmith services	72101505	Provision of Locksmith services	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
58	ICTT 058 of 2024/2025	Provision of Handyman Services	72101501	Provision of Handyman Services	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
59	ICTT 059 of 2024/2025	Maintenance of Printers	81112300	Maintenance of Printers	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
60	ICTT 060 of 2024/2025	Maintenance of Servers	81112300	Maintenance of Servers	Jan-25	Mar-25	One day	Sole Source	N/A	Fixed	
61	ICTT 061 of 2024/2025	Maintenance of Vehicle	76111801	Maintenance of Vehicle (Washing & Detailing Services)	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
62	ICTT 062 of 2024/2025	Maintenance of Vehicle	78181503	Maintenance of Vehicle (Oil, Transmission Fluid and Brakes)	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
63	ICTT 063 of 2024/2025	Maintenance of Scanners	81112306	Maintenance of Scanners	Jan-25	Mar-25	One day	Single Source	N/A	Fixed	
64	ICTT 064 of 2024/2025	Provision of Pest Control	72102100	Provision of Pest Control	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
65	ICTT 065 of 2024/2025	Provision of Mettalic and Non-Mettalic Signs	55121700	Provision of Mettalic and Non-Mettalic Signs	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
66	ICTT 066 of 2024/2025	Provision of Whiteboards	44111900	Provision of Whiteboards	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
67	ICTT 067 of 2024/2025	Provision of Acrylic Brochure and Sign Holders	44111500	Provision of Acrylic Brochure Holders	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
68	ICTT 068 of 2024/2025	Provision of Tableclothes	52121604	Provision of Tableclothes	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
69	ICTT 069 of 2024/2025	Provision of Catering Services	90101600	Provision of Catering Services	Nov-24	Dec-24	One day	RFQ	N/A	Fixed	
70	ICTT 070 of 2024/2025	Provision of Microsoft Enterprise License	81112500	Provision of Microsoft Enterprise License	Nov-24	Jan-25	One day	Single Source	N/A	Fixed	
71	ICTT 071 of 2024/2025	Provision of Transportation Services Judges and Staff	78111800	Provision of Transportation Services	Nov-24	Nov-24	One day	Single Source	N/A	Fixed	
72	ICTT 072 of 2024/2025	Provision of Transportation Services for Staff	78111800	Provision of Transportation Services for Staff	Dec-24	Dec-24	One day	Single Source	N/A	Fixed	

73	ICTT 073 of 2024/2025	Provision of Broom, Scoop, Mop, Mop Bucket	47131600	Provision of Broom, Scoop, Mop, Mop Bucket	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
74	ICTT 074 of 2024/2025	Provision of Cleaning rags and cloths and wipes	47131500	Provision of Cleaning rags and cloths and wipes	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
75	ICTT 075 of 2024/2025	Provision of Cleaning and disinfecting solutions	47131800	Provision of Cleaning and disinfecting solutions	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
76	ICTT 076 of 2024/2025	Provision of Amplifiers for Court-room	32101514	Provision of Amplifiers for Court-room	Nov-24	Feb-25	Three (3) Weeks	RFQ	N/A	Fixed	
77	ICTT 077 of 2024/2025	Provision of Re-upholstering services	72101501	Provision of Re-upholstering services	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
78	ICTT 078 of 2024/2025	Provision of signs	55121700	Provision of signs	Jan-25	Mar-25	One day	RFQ	N/A	Fixed	
79	ICTT 079 of 2024/2025	Printing of Annual Report	82121500	To print 100 copies of the Annual Report (to be laid in Parliament) for key stakeholders	Jan-25	Feb-25	2 - 3 weeks	RFQ	N/A	Fixed	
80	ICTT 080 of 2024/2025	Provision of editing, printing, and publishing services for the second volume of the Industrial Court Law Reports	82121500	Provision of editing, printing, and publishing services for the second volume of the Industrial Court Law Reports	2025	2025	TBD	Sole Source	N/A	Fixed	
81	ICTT 081 of 2024/2025	Printing of Programmes	82121500	To print the Order of the Service for attendees	Feb-25	Mar-25	2 weeks	RFQ	N/A	Fixed	
82	ICTT 082 of 2024/2025	Printing of Invitations	82121500	To print customised invitations	Jan-25	Jan-25	2 weeks	RFQ	N/A	Fixed	
83	ICTT 083 of 2024/2025	Provision of Photography Services	82131604	To take pictures of all aspects of the service	Jan-25	Mar-25	1 day	RFQ	N/A	Fixed	
84	ICTT 084 of 2024/2025	Provision of Videography Services	82131600	To video record the service	Jan-25	Mar-25	1 day	RFQ	N/A	Fixed	
85	ICTT 085 of 2024/2025	Pannist - Provision of musical/entertainment services	90131500	To play selected intems on the national instrument at the Service.	Jan-25	Mar-25	1 day	RFQ	N/A	Fixed	
86	ICTT 086 of 2024/2025	Vocalist - Provision of musical/entertainment services	90131500	To sing selected items at the Service	Jan-25	Mar-25	1 day	Single Source	N/A	Fixed	
87	ICTT 087 of 2024/2025	Décor - Provision of Floral Arrangements	10121700	To provide floral arrangements to decorate the venue.	Jan-25	Mar-25	1 day	RFQ	N/A	Fixed	
88	ICTT 088 of 2024/2025	Provision of Printing Services	82121500	To print flyers and brochures tailored for our diverse stakeholders	Feb-25	Mar-25	2 -3 weeks	RFQ	N/A	Fixed	
89	ICTT 089 of 2024/2025	Provision of branded promotional items (tokens)	55121700	To provide branded tokens for select stakeholders to support the outreach activities	Feb-25	Mar-25	3 - 4 weeks	RFQ	N/A	Fixed	
90	ICTT 090 of 2024/2025	Provision of Publishing/Advertising Services	82101500	To publish the 2024 Updated Financial Statement of the Industrial Court in the Press.	Jan-25	Jan-25	2 days	Single Source	N/A	Fixed	
91	ICTT 091 of 2024/2025	Provision of Publishing/Advertising Services	82101500	To publish a list of cheques in the press which have not been cashed by payees	Feb-25	Feb-25	2 days	Single Source	N/A	Fixed	

92	ICTT 092 of 2024/2025	Provision of advertising services for Vacancies, Public Notices, Trade Disputes Notices, Special events/initiatives	82101500	To advertise initiatives such as Vacancies, Public Notices, Trade Disputes Notices, Special events	2025	2025	1 day to 1 week	Single Source	N/A	Fixed	
93	ICTT 093 of 2024/2025	Provision of media broadcast services	83111800	To broadcast the Special Sitting live on television and radio	Jul-25	Sep-25	2 - 3 weeks	RFQ	N/A	Fixed	
94	ICTT 094 of 2024/2025	Provision of Refreshments	90101600	To provide catering services for invitees.	Jul-25	Sep-25	1 day	RFQ	N/A	Fixed	
95	ICTT 095 of 2024/2025	Provision of Audio/Visual Services	80161507	To provide audio/visual services	Jul-25	Sep-25	1 day	RFQ	N/A	Fixed	
96	ICTT 096 of 2024/2025	Provision of Photography services	82131604	To take pictures of the Special Sitting	Jul-25	Sep-25	1 day	RFQ	N/A	Fixed	
97	ICTT 097 of 2024/2025	Rental of Venue	80131500	To rent a venue to host the Special Sitting for our 60th Anniversary	Mar-25	May-25	2 - 5 weeks	Single Source	N/A	Fixed	
98	ICTT 098 of 2024/2025	Provision of Graphic Design services for Annual Report	82140000	To layout and design the Annual Report for 2024-2025	Aug-25	Nov-25	3 - 4 weeks	RFQ	N/A	Fixed	
99	ICTT 099 of 2024/2025	Provision of Photography Services for Staff and Judges	82131604	To conduct photoshoots of staff and judges	Aug-25	Sep-25	2 days	RFQ	N/A	Fixed	
100	ICTT 100 of 2024/2025	Provision of Photography services	82131604	To take official portrait photos of new Members appointed to the Industrial Court.	TBD	TBD	1 day	RFQ	N/A	Fixed	
101	ICTT 101 of 2024/2025	Provision of catering services for meals	90101600	To provide catering services for Judges Meetings held throughout the year.	TBD	TBD	1 day	Single Source	N/A	Fixed	
102	ICTT 102 of 2024/2025	Provision of catering services for meals and/or refreshments	90101600	To provide refreshments for Judicial Education Programmes for Members (Judges)	Jul/Aug/Sept 2025	Jul/Aug/Sept 2025	1 day	Single Source	N/A	Fixed	
103	ICTT 103 of 2024/2025	Provision of Accommodation Services	90111500	To provide accommodation for Judges and staff working in Tobago	Mar/Jul 2025	Apr/Aug 2025	1 - 2 weeks	RFQ	N/A	Fixed	
104	ICTT 104 of 2024/2025	Provision of transportation services by air, sea and ground	78111800	To provide transport by air and sea to Tobago and by ground during the stay in Tobago.	Mar/Jul 2025	Mar/Jul 2025	1 - 2 weeks	Direct	N/A	Fixed	
105	ICTT 105 of 2024/2025	Provision of graphic design and printing services for promotional material such as flyers, brochures, pamphlets, posters, banners	82140000, 82121500	To layout, design and print promotional material such as flyers, brochures, pamphlets, posters, banners	TBD	TBD	1 day	RFQ	N/A	Fixed	
106	ICTT 106 of 2024/2025	Provision of Graphic Design and Printing services for "Trends in Labour and Industrial Relations Bulletin"	82140000, 82121500	To Design, layout and Print the "Trends in Labour and Industrial Relations Bulletin"	Jul-24	May-24	1 day	RFQ	N/A	Fixed	
107	ICTT 107 of 2024/2025	Booking/Rental of Venue	80131500	To rent a venue to host the Long Service Award Ceremony	Mar/Apr 2025	Jun/Jul 2025	2 - 4 months	RFQ	N/A	Fixed	
108	ICTT 108 of 2024/2025	Provision of Hosting Services	80141607	To procure the services of a Master of Ceremonies (MC)	Mar/Apr 2025	Jun/Jul 2025	1 day	Single Source	N/A	Fixed	

109	ICTT 109 of 2024/2025	Provision of Awards	49101700	To create customized awards for recipients	Mar/Apr 2025	Jun/Jul 2025	2 - 4 weeks	RFQ	N/A	Fixed	
110	ICTT 110 of 2024/2025	Provision of Decorating Services	72153612	To decorate the venue	Mar/Apr 2025	Jun/Jul 2025	1 - 2 days	RFQ	N/A	Fixed	
111	ICTT 111 of 2024/2025	Provision of Printing Services for Invitations	82121500	To print customised invitations	Mar/Apr 2025	Jun/Jul 2025	1 week	RFQ	N/A	Fixed	
112	ICTT 112 of 2024/2025	Provision of Printing Services for Programme Booklet (keepsake)	82121500	To print the Programme Booklet	Mar/Apr 2025	Jun/Jul 2025	1 - 2 weeks	RFQ	N/A	Fixed	
113	ICTT 113 of 2024/2025	Provision of Graphic Design services for Programme Booklet (keepsake)	82140000	To design and layout the Programme Booklet	Mar/Apr 2025	Jun/Jul 2025	2 - 3 weeks	RFQ	N/A	Fixed	
114	ICTT 114 of 2024/2025	Provision of catering services	90101600	To provide refreshments for attendees	Mar/Apr 2025	Jun/Jul 2025	1 day	RFQ	N/A	Fixed	
115	ICTT 115 of 2024/2025	Provision of musical/entertainment services	90131500	To procure the services of entertainers for the Ceremony	Mar/Apr 2025	Jun/Jul 2025	1 day	RFQ	N/A	Fixed	
116	ICTT 116 of 2024/2025	Provision of Video Recording Services	82131600	To record and provide edited footage of the Ceremony.	Mar/Apr 2025	Jun/Jul 2025	3 - 6 weeks	RFQ	N/A	Fixed	
117	ICTT 117 of 2024/2025	Provision of Photography Services	82131604	To take pictures of the Ceremony and portrait photos of recipients.	Mar/Apr 2025	Jun/Jul 2025	1 day	RFQ	N/A	Fixed	
118	ICTT 118 of 2024/2025	Provision of Signage	55121700	To supply custom signage for the Ceremony	Mar/Apr 2025	Jun/Jul 2025	1 - 2 weeks	RFQ	N/A	Fixed	
119	ICTT 119 of 2024/2025	Provision of Audio/Visual Services	80161507	To provide audio/visual services	Mar/Apr 2025	Jun/Jul 2025	1 day	RFQ	N/A	Fixed	
120	ICTT 120 of 2024/2025	Provision of Voice Mask for Reporters	TBD	Provision of Voice Mask Reporters	TBD	TBD	1 day	RFQ	N/A	Fixed	