

STATUTORY AUTHORITIES SERVICE COMMISSION ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2026

| No. | Project # | 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 Type | Procurement Method | Standstill Period (if applicable) – No. of days | Contract Type |
|-----|-----------|---|--------------------|---|--|-----------------------------------|---|--------------------|------------------------------------|---|----------------|
| 1 | IT 1 | Installation of Physical Access Control Systems and Cameras for Office Premises | 46171619 | Expansion of Physical Security System to manage and monitor access | Dec-25 | Jan-26 | One month | Goods and Services | Direct Contracting (Single Source) | Not applicable | Not applicable |
| 2 | IT 2 | Provision of Server Auditing Software | 43244205 | Software to improve the ability to track, trace and investigate file access, particularly aimed at eliminating potential data breaches. | Dec-25 | Jan-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 3 | IT 3 | Provision of Hyper Convergence Solution | 42311501/ 43232402 | Software and Hardware for integrating computer, storage, networking and virtualization, in a single, unified system. | Jan-26 | Sept-26 | Nine months | Goods and Services | Request for Proposals (RFP) | Not applicable | Fixed Price |
| 4 | IT 4 | AC Unit | 40101701 | Procurement of Two (2) Portable AC Units | Jan-26 | Apr-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 5 | IT 5 | Colour Printer | 43212105 | Small multifunction colour printer | Jan-26 | Mar-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |

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| 6 | IT 6 | Server Unit | 43211501 | Procurement of One (1) rack mounted server for the storing of file backups. | Jan-26 | May-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 7 | IT 7 | Desktop Computers | 43211307 | Procurement of Nine (9) Desktop Computers. | Jan-26 | Mar-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 8 | OM 1 | Rental of Office Accommodation | 80131501 | Rental of Office Space on 2 nd & 3 rd Floors, located at #81-83 Abercromby Street. | Not applicable | Ongoing | Month to Month | Services | Direct Contracting (Single Source) | Not applicable | Fixed Price |
| 9 | OM 2 | Rental of Storage Unit | 80131502 | Rental of Storage Unit for the Department's closed files. | Not applicable | Ongoing | Month to Month | Services | Direct Contracting (Single Source) | Not applicable | Fixed Price |
| 10 | OM 3 | Security Services | 92101501 | Provision of Security Guard Services at SASC Department. | Not applicable | Ongoing | Month to Month | Services | Direct Contracting (Single Source) | Not applicable | Fixed Price |

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| 11 | OM 4 | Janitorial Services | 76111501 | Provision of Janitorial Services. | Not applicable | Ongoing | Month to Month | Services | Direct Contracting (Single Source) | Not applicable | Fixed Price |
| 12 | OM 5 | Catering Services | 90101600 | Catering Services for staff training & other events and Commission Meetings. | Jan-26 | Sept-26 | Not applicable | Services | Limited Bidding | Not applicable | Not applicable |
| 13 | OM 6 | Toners and Ink | 44103103 | Procurement of Toners and Ink Cartridges for Printers. | Jan-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 14 | OM 7 | Bottled Water | 50202301 | Procurement of 5-Gallon and 500 ml Bottled Water. | Jan-26 | Sept-26 | Not applicable | Goods | Direct Contracting (Single Source) | Not applicable | Not applicable |
| 15 | OM 8 | Vehicle Maintenance & Repairs | 78180000 | Maintenance & Repairs of the SASC Department's Vehicle. | As required | As required | Not applicable | Services | Direct Contracting (Single Source) | Not applicable | Not applicable |

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| 16 | OM 9 | Advertising Services | 82101504 | Publication of Advertisements (FOIA Statements, Vacancy Notices, Uncashed Cheques etc.). | As required | As required | Not applicable | Services | Limited Bidding | Not applicable | Not applicable |
| 17 | OM 10 | Supply of Grocery Items | 50201700 | Procurement of Grocery Items for use at Meetings, Interviews and Staff Training. | Jan-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 18 | OM 11 | Vehicle Tyres & Accessories | 25172504 | Supply of tyres, windscreen wipers, bulbs, etc. | As required | As required | Not applicable | Services | Limited Bidding | Not applicable | Not applicable |
| 19 | HR 1 | Employee Assistance Programme Services | 85101701 | Provision of EAP Services. | Jan - 26 | Sept-26 | Not applicable | Services | Limited Bidding | Not applicable | Fixed Price |
| 20 | OM 12 | Furniture | 56101720 | Supply of Office Chairs. | Jan- 26 | May-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |

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| 21 | OM 13 | Building Maintenance, Repair and Supplies | 72101507 | Purchase of supplies & payment for services for repairs not included under lease agreement. | Feb-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 22 | OM 14 | Vehicle Maintenance | 78181500 | Supply of under-washing services for the SASC Department's vehicle. | As required | As required | Not applicable | Services | Direct Contracting (Single Source) | Not applicable | Not applicable |
| 23 | OM 15 | Supply of Newspapers | 55101504 | Renewal of Subscriptions for the supply of two (2) daily Newspapers. | Feb-26 | Mar-26 | One-year service agreement | Services | Limited Bidding | Not applicable | Fixed Price |
| 24 | OM 16 | Supply of Electrical Bulbs | 39101605 | Procurement of Electrical Daylight Tubes and Spiral Led Bulbs. | Feb-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 25 | OM 17 | Postage | 78102200 | Purchase of stamps used for domestic deliveries | As required | As required | Not applicable | Services | Sole Source | Not applicable | Not applicable |

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| 26 | HR 2 | Training | 80101511 | Engagement of Training Providers. | Mar- 26 | Sept-26 | Ongoing | Services | Limited Bidding | Not applicable | Fixed Price |
| 27 | OM 18 | Toiletries | 14121600 | Supply of 9" Jumbo Tissue Rolls and Interfold Hand Towels. | Mar-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 28 | OM 19 | Copy Paper | 14111507 | Supply of Copy Paper (Letter, Legal, Tabloid). | Mar-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 29 | OM 20 | Office Stationery | 14111509 | Supply of Office Stationery. | Mar-26 | Sept-26 | Not applicable | Goods | Limited Bidding | Not applicable | Not applicable |
| 30 | OM 21 | Repair and Maintenance – Office Equipment | 81112306 | Repair and Maintenance of Photocopiers and printers not under warranty. | Mar-26 | June-26 | Ongoing | Service | Limited Bidding | Not applicable | Not applicable |

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| 31 | OM 22 | Telephone Services | 81161700 | Provision of Telecommunication Services to SASC | Not applicable | Ongoing | Month to Month | Service | Direct Contract (Single Source) | Not applicable | Fixed Price |
| 32 | OM 23 | Renewal of Legal Research Platform Access | 82101600 | Renewal of access to VLEX platform | Mar-26 | April-26 | One year Subscription | Services | Direct Contract (Single Source) | Not applicable | Fixed Price |
| 33 | OM 24 | Annual Report | 82121506 | Design, Layout & Printing of Annual Report. | June-26 | Sept-26 | 4 Months | Services | Limited Bidding | Not applicable | Not applicable |
| 34 | IT 8 | Renewal of Website Hosting Subscription | 43232107 | Renewal of Subscription for Hosting the Department's website. | July-26 | Sept-26 | One year | Services | Direct Contracting (Single Source) | Not applicable | Fixed Price |
| 35 | OM 25 | Vehicle Batteries | 26111701 | Supply of battery for SASC Department's vehicle. | July-26 | Aug-26 | Not applicable | Goods | Limited Bidding | Not applicable | Fixed Price |
| 36 | OM 26 | Sanitact Units | 76101501 | Supply of Sanitact units | Not applicable | Ongoing | Month to Month | Services | Direct Contracting (Single Source) | Not applicable | Not applicable |

