

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

