THE NATIONAL ACADEMY FOR THE PERFORMING ARTS (NAPA)

Annual Schedule of Planned Procurement Activities

In accordance with Section 27 of the Public Procurement and Disposal Act 2015, as amended, (Information of Possible Forthcoming Procurement), suppliers and contractors are asked to note that the publication of this notice does not:

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No.	Project Number	Project Name	UNSPS Code	Goods or Services Category Description (UNSPSC Description)	Brief Description	Proposed date for Issue of Bidding Documents	Estimated Project Duration (for works and services)	Procurement Method	Contract Type
1		Stage - Stage room lighting repair	72151500	Electrical system services	Investigate and resolve electrical issue in stage room and install correct number of working bulbs.	Jan-26	1 month	Limited Bidding	Fixed Term
2		Stage - Replacement/upgrade of stage run lights	39112500	Stage and studio luminaires	Replace blown run-light bulbs on stage walls (approx. 350) or upgrade to LED fixtures with control from stage room, onstage and lighting control.	Feb-26	1 month	Limited Bidding	Fixed Term
3		Stage - Rigging system inspection and certification	80111502	Inspection or 72154000 Specialty building and trades services	Inspect, service and certify 30 scenic bars, 12 light bars, tormentor, proscenium (L/R), grand curtain and fire curtain for safe operation.	Mar-26	1 month	Limited Bidding	Fixed Term
4		Stage - Touring-grade extension cables and trunks	26121600	Electrical cable and accessories	Procure touring-grade black extension cables (2 x 100 ft, 3 x 50 ft, 4 x 25 ft) and 4 road-ready trunks with casters for storage.	Apr-26	1 month	Limited Bidding	Fixed Term
5		Stage - Internal access route from stage to FOH	72153600	Interior finishing and furnishing and remodeling services	Design and construct safe internal passage between stage and FOH to improve movement for technicians and clients.	May-26	1 month	Limited Bidding	Fixed Term
6		Stage - Stock of stage tapes and consumables	31201500	Tape	Procure various types of professional stage tape and related consumables for safe cable management and marking.	Jun-26	1 month	Limited Bidding	Fixed Term
7		Lighting - Cleaning of lighting bars and catwalks	76111600	Building component cleaning services	Deep clean lighting and scenic bars, proscenium centres/sides and FOH catwalks to maintain a safe working environment.	Jul-26	1 month	Limited Bidding	Fixed Term
8		Lighting - Control room cable passageways	26121600	Electrical cable and accessories (Focus on the cable management/accessories product)	Install 6 inch grommeted cable passageways between lighting control room, auditorium and 2nd floor lobby to eliminate cables through doors and glass.	Aug-26	1 month	Limited Bidding	Fixed Term
9		Lighting - Soundproof glass for FOH control rooms	72153000	Glass and glazing services and 72152100 Acoustical and insulation services	Install soundproof glass on all three FOH control room levels to improve acoustic isolation and communication during productions.	Sept-26	1 month	Limited Bidding	Fixed Term
10		Lighting - Control room lighting upgrade	39111500	Interior lighting fixtures and accessories (For the product purchase)	Improve and make dimmable the lighting in all FOH control rooms to support safe operation and reduce eye strain.	Oct-26	1 month	Limited Bidding	Fixed Term
11		Lighting - Catwalk to followspot room emergency passage	72153600	Interior finishing and furnishing and remodeling services	Create passageway from auditorium catwalks to 4th level followspot room to provide an alternative emergency exit route.	Nov-26	1 month	Limited Bidding	Fixed Term

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12		Lighting - Purchase of modern lighting control and fixtures	39112400	Stage and studio lighting dimming and control devices and 39112500 Stage and studio luminaires	Purchase MA3 lighting console, MA3 on-PC command wing backup, network processing unit XL, moving wash/profile fixtures, LED battens, LED ellipsoidals and accessories.	Dec-26	1 month	Limited Bidding	Fixed Term
13		Lighting - Power distribution units and cabling	39121400	Electrical lugs plugs and connectors	Acquire additional power distribution units and stage/lobby cabling (Camlock tails and cables, Socapex, 110/220 breakouts) to safely distribute available power.	Jan-27	1 month	Limited Bidding	Fixed Term
14		Lighting - Network training for lighting staff	86101700	Non-scientific vocational training services	Provide networking training for lighting staff to support modern signal flow and lighting network configurations.	Feb-27	1 month	Limited Bidding	Fixed Term
15		Lighting - Construction of secure lighting and stage storage	72153600	Interior finishing, furnishing or reomdeling services or 56101500 Furniture (If procuring storage units)		Mar-27	1 month	Limited Bidding	Fixed Term
16		Audio - UPS and power resilience for onstage iMac	39121600	Circuit protection devices and accessories	Purchase and install UPS and related power protection for onstage iMac to ensure stable audio playback and show control.	Apr-27	1 month	Limited Bidding	Fixed Term
17		Audio - Dante and multitrack integration	43233600	System management software	Implement and test Dante multitrack capability, standardize computer Dante I/O and integrate with QLab and Logic Pro workflows.	May-27	1 month	Limited Bidding	Fixed Term
18		Audio - Audio department training and orientation programme	86101700	Non scientific vocational training services	Develop and deliver structured training on QLab, mixing consoles, routing, onstage power/patch, and general audio operations for all techs.	Jun-27	1 month	Limited Bidding	Fixed Term
19		Audio - Customer relations and sensitivity training for techs	86132100	Training planning, facilitation and delivery services	Engage service provider to train audio staff in customer relations and sensitivity to improve client experience.	Jul-27	1 month	Limited Bidding	Fixed Term

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20		Audio - FOH booth power and facilities upgrades	72151500	Electrical system services	Address AC power availability in FOH booth and related facilities issues (water/plumbing, ramp hazards, anti-slip tape completion).	Aug-27	1 month	Limited Bidding	Fixed Term
21		Audio - Computer hardware and software installation	81111500	Software or hardware engineering (Service)	Procure and install required computer hardware and licensed software for audio operations, including admin/user email and Apple ID setup.	Sept-27	1 month	Limited Bidding	Fixed Term
22		FOH - Washroom and Lobby Signage Upgrade	55121600	Signs and sign accessories	Replace existing directional and washroom signage with modern, branded designs. Include bilingual and braille formats and standardise across lobby, corridors, and auditorium entrances.	Oct-27	1 month	Limited Bidding	Fixed Term
23		FOH - Digital Lobby Display System	43211900	Computer displays	Install digital display boards in lobby and entrance areas to show event schedules, safety notices, and promotional material. Integrate with central marketing system for real-time updates.	Nov-27	1 month	Limited Bidding	Fixed Term
24		FOH - Seating and Public Furniture Refurbishment	56112100	Seating or 72154000 Specialty building and trades services	Refinish or reupholster all lobby seating using commercial-grade, easy-clean fabrics. Replace worn or damaged furniture to maintain comfort and aesthetic standards.	Dec-27	1 month	Limited Bidding	Fixed Term
25		FOH - Public Area Lighting and Ambience Enhancement	39111600	Interior lighting fixtures and accessories or 39111600 Decorative and specialty lighting	Replace outdated lighting with energy-efficient LED fixtures for all washrooms. Introduce ambient and accent lighting for art pieces, displays.	Jan-28	1 month	Limited Bidding	Fixed Term
26		FOH - Washroom Modernisation	72153600	Interior finishing and furnishing and remodeling services	Upgrade washrooms with automatic faucets, energy-efficient hand dryers, touchless dispensers, improved ventilation, and repair doors and toilets, install hooks, toilet paperholder.	Feb-28	1 month	Limited Bidding	Fixed Term
27		FOH - Box Office Modernisation	72153600	Interior finishing and furnishing and remodeling services or 56101500 Furniture (If focusing on counter/desk)	Upgrade ticketing counters with soundproof glass, digital ticket validation kiosks, and exterior LED display for upcoming events.	Mar-28	1 month	Limited Bidding	Fixed Term

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28		FOH - Lobby and Entrance Safety Upgrades	46181600	Security and control equipment or 72151200 Security systems services	Install additional CCTV cameras in public spaces, and update illuminated emergency exit signage and maps.	Apr-28	1 month	Limited Bidding	Fixed Term
29		FOH - Guest Feedback and Survey Kiosks	56111800	Freestanding furniture	Introduce QR-based feedback stations in lobby and washroom areas to collect real-time visitor experience data.	Apr-26	1 month	Limited Bidding	Fixed Term
30		FOH - Lobby Repainting and Branding Refresh	72153600	Interior finishing and furnishing and remodeling services	Repaint lobby and main corridors in neutral, modern tones, include NAPA-branded wall features and durable finishes suitable for high-traffic areas.	May-26	1 month	Limited Bidding	Fixed Term
31		Marketing and Promotions Materials for NAPA	80141600	Sales and business promotion activities	Provision of marketing materials including booth kits, table cloth, pull up banners, branded stationer, toat bags and cups for NAPA.	Jan-26	1 month	Limited Bidding	Fixed Term
32		Marketing and Promotions Materials for STOLLMEYER'S CASTLE KILLARNEY	80141600	Sales and business promotion activities	Provision of marketing materials including booth kits, table cloth, pull up banners, branded stationery, tote bags and cups for SCK				
33		Tool Kit	27113200	Tool kits	Tool Kit	Jan-26	1 month	Limited Bidding	Fixed Term
34		Rechargeable batteries	26111700	Batteries and cells and accessories	Battreries	Jan-26	1 month	Limited Bidding	Fixed Term
35		Micro Fibre Cloths	47131500	Cleaning rags and cloths and wipes	Micro Fibre Cloth	Mar-26	1 month	Limited Bidding	Fixed Term
36		Sheet Protectors	44122000	Folders and binders and indexes	Sheet Protectors	Mar-26	1 month	Limited Bidding	Fixed Term
37		Cot	56111800	Freestanding furniture	Cot	Mar-26	1 month	Limited Bidding	Fixed Term
38		Shelving	24102000	Shelving and storage	Shelving	Mar-26	1 month	Limited Bidding	Fixed Term
39		Steel Pan Tunning	72154000	Specialty building and trades services	Steel Pan Tunning	Mar-26	1 month	Limited Bidding	Fixed Term
40		Deep Cleaning of NSSO Instrument Cases	72154000	Specialty building and trades services	Deep Cleaning of NSSO Instrument Cases	Mar-26	1 month	Limited Bidding	Fixed Term
41		Graphic Design Services	82141500	Art design services	Graphic Design Services	Mar-26	1 month	Limited Bidding	Fixed Term
42		Camera	45121500	Cameras	Camera	Apr-26	1 month	Limited Bidding	Fixed Term
43		Storage Bins	24102000	Shelving and storage	Storage Bins	Apr-26	1 month	Limited Bidding	Fixed Term
44		Clothing Racks	56111800	Freestanding furniture	Clothing Racks	Apr-26	1 month	Limited Bidding	Fixed Term

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45		Furniture (NTAC)	56101500	Furniture (General code for office/institutional furniture)	Furniture (NTAC)	Apr-26	1 month	Limited Bidding	Fixed Term
46		Specialized Laundry Services - Costumes	91111500	Laundering Services	Laundering of costumes utilized by the various entities,	Feb-26	1 month	Limited Bidding	Fixed Term
47		Locksmith	72154000	Specialty building and trades services	Provision of locksmith services,	May-26	1 month	Limited Bidding	Fixed Term
48		Self Powered Speakers and Microphones (NTAC)	52161500	Audio and Visual Equipment	Provision of Audio visual equipment for NTAC including microphones.	Jun-26	1 month	Limited Bidding	Fixed Term
49		Performance uniforms (NPO & NSSO)	53102700	Uniforms	Uniforms for the performances planned for the year by both performing entities	Mar-26	1 month		
50		Costumes for productions (NTAC)	82161500	Theatrical set design, property and costume services	Costumes for the performances by the NTAC which are planned.	Apr-26	1 month		
51		Marketing Services	80171600	Publicity and marketing support services	Engagement of Marketing/ videography and phtography services	Dec-25	3 months	Limited Bidding	Fixed Term
52		Sponsorship and Partnership Consultant	80172200	Sponsorships or 80101500 Business and corporate management consultation services	Engagement of a Consultant to engage in the acquisition of sponsorship and partnerships for the performing entities.	Dec-25	6 months	Limited Bidding	Fixed Term

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53		Facilities Maintenance and Enhancement - SCK	72101500	Building maintenance and repair services	Signage for the premises - One (1) Castle Killarney Entrance Signage, One (1) Historical Board, One (1) Male and Female Washroom Signage, Two (2) Muster Point sign, one (1) billboard facing the savannah for identification / Entrance, One (1) (No eating / drinking). In addition to this the Castle would require signage/plaques for the ground and upper floor of each room - for e.g. One Dining Room Plaque, One Library/Study Plaque, One Master Bedroom Plaque, One Balcony/Upper Hallway Plaque. Installation of Four (4) sanitary bins. HVAC repair, repair of 11 spilt unitits and servicing of Air Condition within the SCK. Inspection and servicing of lifts.	Jan-26	2 month	Limited Bidding	Fixed Term
54		General Insurance for SCK	84131500	Insurance services for structures and property and possessions	Renewal of Fidelity Insurance, Money Insurance, All Computer Risks, Property All Risks, Public/Products Liability, Workmen's Compensation	Apr-26	3 years	Limited Bidding	Fixed Term

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55		Provision of Janitorial Products	47121800	Cleaning equipment	Cleaning Supplies - One Hundred Rolls of Paper Towels; Eight Bottles of Furniture Polish; Four Bottles of Hand Soap (4 Litres); Two Bottles of WD-40 (13.2oz); Fifteen Bottles of Disinfectant Spray (12.5oz); Twelve Cans of Insecticide Spray; Fifteen Cans of Air Freshener; Five Brooms; Two Dustpans; Ten Mops; Five Mop Buckets; Five Dishwashing Liquid (4 litres); Three Bottles of Dishwashing Liquid (725ml); Twenty-Four Jumbo Garbage Bags; Four Medium-sized latex gloves (100 gloves per box); Five Floor Disinfectants (4 Litres).Twelve (12) bottles of Furniture Polish; Five (5) Empty Spray bottles (1000ml); Five (5) Toilet Bowl Brushes; Four (4)Protective Goggles; Four (4) Knit Gardening Gloves. Laundering of linens.	Apr-26	1 year	Limited Bidding	Fixed Term
56		Upholstery Services SCK	72154000	Specialty building and trades services and 56101500 Furniture	Upholstering of Living room sets - This includes the upholstering of the ground-floor living room set consisting of three armchairs and one sofa, as well as eight wingback chairs located in various areas throughout the Castle. Additionally, the project covers the upholstering of two living room sets and three armchairs on the first-floor living room area.	Jun-26	1 year	Limited Bidding	Fixed Term
57		Landscaping Services for SCK	81141800	Facilities management	Landscaping Designer to Upgrade Plants and Greenscapes. Purchase of eight (8) Lawn Mower Filters	Aug-26	1 year	Limited Bidding	Fixed Term
58		Minor equiptment purchases	27112800	Tool attachments and accessories	Purchase of enhancement parts and attachments for the drill.				
59		Marketing and Promotion for SCK	80171600	Publicity and marketing support services	Marketing and promotional initiatives to promote the castle and its events	Feb-26	1 year	Limited Bidding	Fixed Term

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60		Facility enhancement SCK	80141900	Trade shows and exhibits	Acquisition of four (4) Historical Décor paintings/ photos. One (1) Lectern. Fifteen (15) Easels, four (4) free standing display panels for exhibitions. One (1) projector and one (1) tripod screen for exhibitions. Six (6) branded SCK mats.	Mar-26	3 months	Limited Bidding	Fixed Term
61		Office supplies	43212100	Computer printers	Office supplies and stationary for the SCK. Purchase of one (1) small laserjet, all in one printer. Three (3) self inking stamps. Twenty (20) 5 gallons of water cooler refills. 1- 1000 box of white disposable paper cups. One (1) binding machine	Dec-26	2 months	Limited Bidding	Fixed Term
62		Exibitions	80141900	Trade shows and exhibits	Event set up- Stage, lighting, sound, catering, installation, marketing, promotional material	Jan-26	1 year	Limited Bidding	Fixed Term
63		Construction of Deck	72154000	Specialty building and trades services	Design and construction of durable, weather proof deck with railings, safety features and heritage and conservation compliance.	Jan-26	1 year	Selective tendering	Fixed Term
64		Repair of Castle flooring	7210150	Building maintenance and repair services	Repair of damaged areas and full revarnishing of wood floors on the ground floor and the main staircase at Stollmeyer's Castle	Jan-26	2 months	Selective tendering	Fixed Term
65		Paver replacement	72141100	Infrastructure building and surfacing and paving services	Replacement of Heritage compliant lawn pavers.	Jan-26	3 months	Selective tendering	Fixed Term
66		ICT Services	81111500	Software or hardware engineering (Service)	Engagement of external contractor for ICT services	Nov-25	3 months	Limited Bidding	Fixed Term
67		Guest WiFi Solution	81111500	Software or hardware engineering (Service)	Implementation of a guest Wi-Fi solution to offer internet services to external parties	Jan-26	2 months	Limited Bidding	Fixed Term
68		Stage Bar Machine Development	81111500	Software or hardware engineering (Service)	Reprogramming and install of stage bar computer system,	Jan-26	4 months	Limited Bidding	Fixed Term
69		CCTV Surveillance	72151700	Safety and security system installation services	Installation of CCTV camera to cover internal and external premises	Jan-26	4 months	Limited Bidding	Fixed Term
70		Network Infrastructural Design Reconstruction	81111500	Software or hardware engineering (Service)	Architectural design changes to network schematic	Jan-26	4 months	Limited Bidding	Fixed Term
71		Recruitment Services	80111700	Personnel recruitment	Recruitment for new hires	Jan-26	4 months	Limited Bidding	Fixed Term

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72		Employee Training Program	80111500	Human resource development	Professional development and training workshops	Jan-26	3 months	Limited Bidding	Fixed Term
73		Employee Wellness Initiative	93131700	Health programs	Health and wellness program for staff	Mar-26	2 weeks	Limited Bidding	Fixed Term
74		Office Stationery and Supplies	14111500	Printing and writing paper	Toners, Juices, Umbrellas, Stationery, Water,Stamp, Paper etc	Oct-25	12 months	Limited Bidding	Fixed Term
75		Employee Engagement Program - Team Building	80111500	Human resource development	Organize team-building activities and workshops to improve collaboration	Feb-26	3 months	Limited Bidding	Fixed Term
76		Employee Engagement Program - Recognition Awards	80111500	Human resource development	Annual recognition and awards program for outstanding employees	Aug-26	2 weeks	Limited Bidding	Fixed Term
77		Employee Assistance Program (EAP)	93131700	Health programs	Counseling and support services for employees	Feb-26	7.5 months	Limited Bidding	Fixed Term
78		Succession Planning Consultancy	80101500	Business and corporate management consultation services	Consultancy services for succession planning and talent management	Mar-26	3 months	Limited Bidding	Fixed Term
79		Digital HR Transformation Project	43232300	Data management and query software	Implementation of digital tools for HR process automation	Apr-26	5.5 months	Limited Bidding	Fixed Term
80		Furniture	56101700	Office furniture	Filing cabinets (2 doors and 4 drawers)	Jan-26	1 month	Limited Bidding	Fixed Term
81		Infrastructure Rehabilitation & Modernization	72103300	Infrastructure maintenance and repair services	To modernize and refurbish critical facility infrastructure to improve efficiency, functionality, and working conditions at NAPA.	Jan-26	9 months	Limited Bidding	Fixed Term
82		Aesthetic, Structural & Environmental Enhancement	72102900	Facility maintenance and repair services	To restore, preserve, and enhance the aesthetic and environmental quality of NAPA's structure and surroundings.	Jan-26	9 months	Limited Bidding	Fixed Term
83		Safety, Security & Utility Improvement Programme	72151700	Safety and security system installation services	To enhance safety, security, and functional reliability of NAPA facilities	Jan-26	9 months	Limited Bidding	Fixed Term
84		Books and Periodicals	60102300	Reading books and resources	Planned Procurement of historical books will be added to Castle Killarney's collection. Periodicals for reference use in office as well as annual subscription renewal of Newspapers i.e. Two (2) Local Newspaper; Hard Copy; Subscription Type: 12 Month, Monday - Friday. Total Estimated Annual Cost is $4,200.00	Oct-25	1 month	Limited Bidding	Fixed Term

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