Occupational Safety and Health Authority and Agency (OSHA)

Annual Schedule of Planned Procurement Activities (ASPPA) | Period: [FY2026 / 01 Oct 2025 – 30 Sep 2026]

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No.	Project Number	Project Name	UNSPSC Code Level 3	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# 001/26	Supply and delivery of plumbing services	72101510	Miscellaneous repairs and maintenance of plumbing	TBD	TBD	TBD	RFQ	TBD	TBD
2	RFQ# 002/26	Supply and delivery of electrical services	72151500	Miscellaneous repairs and maintenance of electrical services	TBD	TBD	TBD	RFQ	TBD	TBD

3	RFQ# 003/26	Supply and delivery of airfare, transportation and accommodation to Tobago	90000000	airfare, transportation and accommodation for various staff to the Tobago office	From time to time	From time to time	TBD	RFQ	N/A	N/A
4	RFP# 004/26	Supply and delivery of gas and lubricants	15000000	Supply and delivery of gas and lubricants required for the business operations of the organizations vehicle	TBD	TBD	TBD	RFP	TBD	TBD
5	RFP# 005/26	Employee Assistance Programme	84131609	To obtain confidential assessments, counselling and follow up sessions to employees who may have personal and/ work related challenges	TBD	TBD	TBD	RFP	TBD	TBD
6	RFP# 006/26	Supply of Health Surveillance and Medical Monitoring of inspectors	85000000	To provide annual medical surveillance/monitoring of 42 Inspectors	TBD	TBD	TBD	TBD	TBD	TBD
7	RFP# 007/26	Supply and delivery of Cleaning and Janitorial services	76110000	To provide cleaning and janitorial services for our south office	TBD	TBD	TBD	RFP	TBD	TBD

8	RFP# 008/26	Supply of Security Services	92120000	To provide security services for our head office	TBD	TBD	TBD	RFP	TBD	TBD
9	RFQ# 009/26	Postal and small parcel and courier services	78102200	To provide general postal services.	TBD	TBD	TBD	RFQ	TBD	TBD
10	RFQ# 010/26	Repairs and Maintenance of I.T. Equipment	81112600	To provide maintenance services for the laptops, desktops and printers at the OSH Agency.	From time to time	From time to time	TBD	RFQ	TBD	N/A
11	RFQ# 011/26	Stationery	44120000	Copy paper (legal & letter size) Paper clips (large & medium) Protective sheets Pens (blue, red & black (fine & medium) Manila folders (legal & letter) etc.	TBD	TBD	TBD	RFQ	TBD	N/A
12	RFQ# 012/26	Project Planning Activities: Advertising (Layout or graphics editing services)	82141501	Design and layout of advertisement for press release and Social Media.	From time to time	From time to time	TBD	RFQ	TBD	TBD

13	RFQ# 013/26	Newspaper advertising	82101504	Placement of advertisement in local Newspapers.	From time to time	From time to time	TBD	RFQ	TBD	TBD
14	RFQ# 014/26	Digital Printing	82121503	Printing & Preparation of OSH Act	TBD	TBD	TBD	RFQ	TBD	TBD
15	RFQ# 015/26	Rental of venue	90111601	Rental of venue for conferences and consultations.	TBD	TBD	TBD	RFQ	TBD	TBD
16	RFQ# 016/26	Rental of Conference Facilities	90111602	Rental of venue for conferences and consultations.	TBD	TBD	TBD	RFQ	TBD	TBD
17	RFQ#017/26	Filing cabinets	56101702	Storage of internal and external documents	TBD	TBD	TBD	RFQ	TBD	TBD

18	RFQ#018/26	Enterprise system management software.	43233701	Development of application software	TBD	TBD	TBD	RFP	TBD	TBD
19	RFP#019	Air conditioning installation or maintenance repair service	72101511	Installation of Ac Units at our Head Office	February 2026	TBD	TBD	RFP	TBD	TBD