

ACTIVITY REF CODE	CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN								
	Consultancies								
	1 January, 2016- 31 December, 2016								
	DESCRIPTION OF ACTIVITIES AND METHOD OF PROCUREMENT			INDICATIVE TIMETABLE				Status (pending, in process, awarded, cancelled)	
	DESCRIPTION OF CONTRACT	Source of Funding	PROCUREMENT METHOD	MAXIMUM CONTRACT VALUE US \$ or €	Expected Launch Date	Closing Date of Tender	Expected Start Date		
7.5	Delivery of public education products using print and electronic media, interventions for rural communities, private sector and secondary school students; and for an impact assessment to be conducted	10th EDF CSME & EIP	Negotiated	€ 386,182	20-Jan-16	24-Feb-16	15-Apr-16		Cancelled
1.5.1a	Consultancy to Develop and Deliver CSME Interventions in Secondary Schools in Member States	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 54,821	9-Mar-16	8-Apr-16	15-May-16		In process†
1.5.1b	Consultancy to Design, Develop and Conduct Impact of the CSME Public Education Programme (PEP)	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 40,000	10-Mar-16	9-Apr-16	16-May-16	In process†	
1.5c	CARICOM Complaints Procedure	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 39,305	11-Mar-16	10-Apr-16	17-May-16	In process†	
1.5d	TV and Radio Placement: Direct to CBU	10th EDF CSME & EIP	Negotiated Procedure	€ 113,044	12-Mar-16	11-Apr-16	18-May-16	In process†	

* Procurement process will start after the ToRs are finalised .

† Procurement process started

‡ Contract awarded

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1.5e	Consultancy to Develop Animations 5 - 7 yr olds	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 35,000	13-Mar-16	12-Apr-16	19-May-16		In process†
1.5f	Screening Les briefs. Printing moved to new Result 9	10th EDF CSME & EIP	Single Tender	€ 10,000	13-Mar-16	12-Apr-16	20-May-16		In process†
1.5h	Consolidation of all printing in all Result areas except Result 1	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 49,320	14-Mar-16	13-Apr-16	20-May-16	In process†	
1.5i	Separate Development of PSAs and Radio series	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 36,000	15-Mar-16	14-Apr-16	21-May-16	In process†	
1.5j	Production of 2 one-hour television programmes on CSME	10th EDF CSME & EIP	Competitive Negotiated Procedure	\$21,000	14-Feb-16	15-Mar-16	5-May-16	In process†	
1.5k	Production of printed 10 th EDF visibility material	10th EDF CSME & EIP	Competitive Negotiated Procedure	\$11,000	30-Mar-16	13-Apr-16	5-May-16	In process†	

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1.5I	Consultancy to facilitate the Capacity for activation and functioning of the CARICOM Rapid Alert System for the Exchange of Information on Dangerous (non-food) Consumer Goods Consumer (CARREX)	10th EDF CSME & EIP	Competitive Negotiated Procedure	\$44,040	9-Mar-16	8-Apr-16	15-May-16		In processt
1.4.1.2	Technical Assistance- To support Consultations on draft Model Securities Law for CARICOM	10th EDF CSME & EIP	Single Tender	€ 10,000	25-Mar-16	28-Mar-16	25-Apr-16		In processt
1.4.5.2	Technical Assistance: Review of the Proposals for the Community Investment Policy including the Draft CARICOM Investment Code (CIC)	10th EDF CSME & EIP	Competitive Negotiated Procedure	€ 45,000	26-Mar-16	25-Apr-16	30-May-16	In processt	

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1.4.5.3	Technical Assistance: Study to Review ICDTA and Finalisation of the CARICOM Corporate Tax Instrument	10th EDF CSME & EIP	Competitive Negotiated	€ 120,000	28-Mar-16	27-Apr-16	1-Jun-16		In process†
2.2.1	Technical Assistance: Appointment of Advisor to the Chairman, CCE	CDB	Individual Consultant Selection	\$ 171,000	6-Apr-16	21-Apr-16	20-May-16		In process†
2.2.2	Technical Assistance: Work on Debt Advocacy Initiative	10th EDF CSME & EIP	Competitive Negotiated	€ 60,000	3-Apr-16	3-May-16	1-Jun-16	Pending*	

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2.2.3	Technical Assistance: Needs Assessment on Business Environment and Public Sector Modernisation	10th EDF CSME & EIP	Competitive Negotiated	€ 120,000	28-Mar-16	27-Apr-16	1-Jun-16		Pending*
2.2.4	Technical Assistance: Technical Assessment on Measures to Promote Access to Finance by the Private Sector	10th EDF CSME & EIP	Competitive Negotiated	€ 120,000	11-Apr-16	11-May-16	15-Jun-16		Pending*
1.1.1.4.B	Consultancy to Prepare A Monitoring Mechanism for Cultural and Entertainment Services/ Cultural Industries in CARIFORUM States	10th EDF/Carib-Export	Prudent Shopping	€ 38,000	18-Mar-16	8-Apr-16	1-May-16	Pending*	
1.1.1.6	Consultancy to Prepare A Draft Regional Strategic Plan and Action Plan for Sporting Services in CARIFORUM States	10th EDF/Carib-Export	Prudent Shopping	€ 72,000	19-Aug-16	9-Sep-16	1-Oct-16	In process†	

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1.1.1.7	Consultancy to Prepare A Draft Regional Strategic Plan and Action Plan for Education Services in CARIFORUM States	10th EDF/Carib-Export	Prudent Shopping	€ 66,000	19-Aug-16	9-Sep-16	1-Oct-16		In process†
1.1.1.5	Consultancy to Prepare A Draft Regional Strategic Plan and Action Plan for Financial Services in CARIFORUM States	10th EDF/Carib-Export	Prudent Shopping	€ 45,000	1-Feb-16	8-Apr-16	1-May-16		In process†
1.1.1.2.B	Consultancy to Identify and Develop the Universal Service Obligations of the Dominican Republic and Haiti	10th EDF/Carib-Export	Prudent Shopping	€ 30,000	4-Jan-16	8-Apr-16	1-May-16	In process†	
1.1.1.8	Consultancy to Prepare A Draft Regional Strategic Plan and Action Plan for Tourism Services in CARIFORUM States	10th EDF/Carib-Export	Prudent Shopping	€ 50,000	19-May-16	9-Jun-16	1-Jul-16	In process†	
1.1.3b	Strengthening the Integration of Disaster Risk Management and Climate Change Considerations in the Agriculture Sector	App 10th EDF	Institutional Bidding	\$ 42,180	NA	NA	13-Mar-15	Awarded‡	

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1.5.1a	Direct Technical Assistance to CARIFORUM countries to Develop/Strengthen Agricultural Policies/Plans/Strategies in Five Member States : Haiti; Guyana; Saint Lucia; St. Vincent and the Grenadines; St. Kitts and Nevis	App 10th EDF	Institutional Bidding	€ 70,206	NA	NA	11-Mar-16		Awarded‡
1.5.1b	National Agriculture Policy and Action Plan for Suriname	App 10th EDF	Competitive Selection(Consultants)	€ 14,125	NA	NA	11-Mar-16		Awarded‡
CDB/C3/CON/15	Training for DevInfo System Administrators and Users and Trainers	CDB	Quality and Cost Based Selection	\$ 51,769.00	23-Jun-15	23-Jul-15	14-Mar-16	Awarded	
1.3	Consultancy to develop an on-line Internal Communication Platform	CCS	Direct Award	\$ 6,000	NA	NA	10-Jan-16	Awarded	

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CARPHA/1.1b/SER/2015	Development of Integrated Information Management Process and System	10th EDF	Competitive Negotiated Procedure	€ 204,000	7-Dec-15	26-Jan-16	8-Apr-16		Awarded
	Development of Community Environment Policy and 1st Action Programme	JAPAN-CARICOM FRIENDSHIP & COOPERATION FUND	CQS	\$ 30,000	29-Jun-16	6-Jul-16	20-Jul-16		Pending*
	Development of Implementation Strategy and Resource Mobilization Strategy for Community Environment Policy	10th EDF	Competitive Negotiated	€ 25,000.00	15-Jul-16	14-Aug-16	20-Sep-16	Pending*	
	Facilitation of Consultations on Implementation Strategy	10th EDF	Competitive Negotiated	€ 13,500.00	30-Jul-16	29-Aug-16	5-Oct-16	Pending*	
	Development of a Harmonised Draft Bill - environment legislation from, Community Environment Policy	10th EDF	Competitive Negotiated	€ 45,000.00	30-Aug-16	29-Sep-16	5-Nov-16	Pending*	
	Technical Consultation Paper for water	KAZ	CQS	\$ 15,000	4-Apr-16	11-Apr-16	25-Apr-16	Pending*	

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	Facilitation of Sub regional Consultation for Water Policy	KAZ	CQS	\$ 15,000	7-Apr-16	14-Apr-16	28-Apr-16		Pending*
	Consultancy for the delivery of a national workshop in Belize on financing mechanisms and resources mobilization for biodiversity	UNEP	Direct Award	\$ 7,000	NA	NA	20-Aug-16		Pending*
	Consultancy for the delivery of a regional mainstreaming training-of-trainers workshop	UNEP	CQS	\$ 20,000	29-Apr-16	6-May-16	20-May-16	Awarded	
	Consultancy for the delivery of a national training workshop for Customs Officials	UNEP	Direct Award	\$ 10,000	NA	NA	25-Sep-16	Pending*	
	Consultancy for the delivery of a regional workshop in preparation for the 13th Conference of the Parties to the CBD	UNEP	Direct Award	\$ 10,000	NA	NA	22-Sep-16	Pending*	
	Consultancy for the delivery of national workshops for mainstreaming biodiversity related MEAs	UNEP	CQS	\$ 18,000	4-Sep-16	11-Sep-16	25-Sep-16	Pending*	

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	Procurement of Consultant/facilitator to conduct training on Early Warning signs of troubled students (x 5 countries)	Spanish Aid	Direct Award	\$ 5000 (1000 per country)	NA	NA	20-Apr-16		Awarded
	Procurement of Consultant/facilitator to conduct training on drug use prevention (x 4 countries)	Spanish Aid	Direct Award	\$ 4000 (1000 per country)	NA	NA	11-Apr-16		Awarded
	Procurement of Consultant/facilitator to conduct training on life skills and anti-bullying x 5 countries	Spanish Aid	Direct Award	\$ 5000 (1000 per country)	NA	NA	15-Apr-16	Awarded	
	Procurement of Consultant/facilitator to conduct training on Peer Mentoring (x 5 countries)	Spanish Aid	Direct Award	\$ 5000 (1000 per country)	NA	NA	15-Apr-16	Awarded	
	Procurement of Consultant/facilitator to conduct training on Parenting (x 4 countries)	Spanish Aid	Direct Award	\$ 4000 (1000 per country)	NA	NA	15-Apr-16	Awarded	
	Procurement of Consultant/facilitator to conduct training on	Spanish Aid	Direct Award	\$ 5000 (1000 per country)	NA	NA	9-Apr-16	Awarded	

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	Mentorship(x 5 countries)							
	Procurement of Consultant/facilitator to conduct entrepreneurial training (CEBO model) x 5 countries)	Spanish Aid	Direct Award	\$ 5000 (1000 per country)	NA	NA	20-Apr-16	
	Procurement of Consultant/facilitator to conduct training video production on - Phase 1 (x 1 country)	Spanish Aid	Direct Award	\$ 1,500	NA	NA	18-Apr-16	Awarded
	Procurement of Consultant/facilitator to conduct training on Sound Production - Phase 1 (x 1 country)	Spanish Aid	Direct Award	\$ 1,000	NA	NA	18-Apr-16	Awarded
	Procurement of Consultant/facilitator to initiate establishment of mentorship programme in school (x 3 countries)	CDB	Direct Award	\$ 6000 (2000 x3 countries)	NA	NA	9-Apr-16	Awarded

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	Coordinator for Regional Forum on Youth Crime and Violence	CDB	Individual Consultant Selection	\$ 6,500	NA	NA	8-Feb-16		Awarded
	Social Media Researcher	CDB	Individual Consultant Selection	\$ 9,000	NA	NA	8-Feb-16		Awarded
	Procurement of Consultant/facilitator to conduct training video production on - Phase 2 (x 1 country)	CDB	Direct Award	\$ 1,000	NA	NA	18-Apr-16	Awarded	
	Procurement of Consultant/facilitator to conduct training on Music Production - Phase 2 (x 1 country)	CDB	Direct Award	\$ 1,000	NA	NA	18-Apr-16	Awarded	
	Consultant for Live Streaming of Forum	CDB	Direct Award	\$ 873	NA	NA	18-Apr-16	Awarded	
1.3.7	Establishment of Champions for Change Club (1)	10th EDF	Competitive Negotiated	€ 66,740	7-Aug-16	26-Sep-16	8-Dec-16	Awarded	
1.7.6	Establishment of Champions for Change Club (2)	10th EDF	Competitive Negotiated	€ 66,740	8-Aug-16	27-Sep-16	9-Dec-16	Pending*	

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3.2.2	Hire Facilitator	10th EDF	Competitive Negotiated	€ 42,300	9-Aug-16	28-Sep-16	10-Dec-16		Pending*
	Consultancy for costing of CRSF Operational Plan 2016-2018 (Global Fund Round 9 close out activity)	PANCAP	Direct Award	\$ 8,000	NA	NA	29-Feb-16		Awarded
CCS/FIN_S PAIN/AUD /001/15	Annual Audit Global Fund(Jan-Dec, 2015)	Kingdom of Spain-CCS Joint Fund	Negotiated	GG\$2,150,000	17-Feb-16	2-Mar-16	1-Apr-16	Awarded‡	
CCS/FIN_S PAIN/AUD /001/16	Annual Audit Close Out of Global Fund (Jan Mar, 2016)	Global Fund	Direct Award	\$ 29,000	29-Nov-15	13-Dec-15	12-Jan-16	Awarded‡	
4.2.5	Audit of the USAID financial statements for the year ended 30 September 2016	USAID	CQS	\$ 20,376.75	1-Oct-16	16-Oct-16	1-Nov-16	Pending*	
4.2.7	Audit of the 10th EDF EPA Expenditure Verification	10 th EDF	Negotiated Procedure	\$ 42,795.00	26-Aug-16	25-Sep-16	1-Nov-16	Pending*	

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	Consultancy for Support towards the Finalisation of the Revised Multi-Lateral Air Services Agreement for the Caribbean Community	JAPAN-CARICOM FRIENDSHIP & COOPERATION FUND	Prudent Shopping	\$ 20,000	7-Jun-16	22-Jun-16	8-Jul-16		Pending*
10th EDF/1.1.1/SER/a/1/2015	Consultancy on International Trade in Services- Lead Consultant	10th EDF Carib Export	Prudent Shopping	€ 90,000	19-Nov-15	11-Dec-15	11-May,16		Awarded
	Consultancy on International Trade in Services- Project Assistant-Consultants - Antigua, Jamaica, Dominica, Grenada	10th EDF Carib Export	Prudent Shopping	€ 36,000	6-Jan-16	18-Jan-16	18-Mar-16	Awarded	
	Consultancy on International Trade in Services- Project Assistant-Consultants- Suriname, Saint Lucia	10th EDF Carib Export	Prudent Shopping	€ 36,000	6-Feb-16	19-Jan-16	19-Mar-16	In process†	

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10th EDF/1.1.1/SER/H/1/2015	Consultancy on International Trade in Services- CCS-Based-Consultant	10th EDF Carib Export	Prudent Shopping	€ 59,000	6-Jan-16	18-Jan-16	18-Mar-16		Awarded

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Goods and Related Services(CCS)

1 January, 2015- 31 December, 2016

	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
1.1	Special Paper for Printing Invitations, menu cards etc.(Ivory and White)	CCS	Shopping	-	xxx	-	-
	Envelopes to Match Paper (Ivory and White)	CCS	Shopping	-	xxx	-	-
	Lamination of Folders (Letter Size)	CCS	Shopping	xxx	-	-	-
	Gift Bags for SG's Christmas Gifts (assorted)	CCS	Shopping	-	-	xxx	-
	Gift Paper(dark/light blue)	CCS	Shopping	xxx	-	-	-
	Branded Ribbons	CCS	Shopping	xxx	-	-	-
	2016 Christmas Cards (SG and Members of EMC- Qty 600)	CCS	Shopping	-	-	xxx	-
	Miniature bows	CCS	Shopping	xxx	-	-	-
	Avery Clear/Transparent Mailing Labels # 15663 (2"x4")	CCS	Shopping	-	-	xxx	-
	Avery Clear/Transparent Mailing Labels # 15662 (1 1/3"x4")	CCS	Shopping	-	-	xxx	-
	Silver Trays	CCS	Shopping	-	xxx	-	-
1.2	IDEA Annual maintenance support	CCS	Shopping	xxx	-	-	xxx
	IIA Group Membership	CCS	Direct Award	-	-	-	-

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1 January, 2015- 31 December, 2016

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				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
	Sub-scription to Online Audit Resources Database ?(Knowledge Reader)	CCS	Direct Award	-	-	-	-
1.3	Memorabilia and PR Products/Services	CCS	Shopping	-	xxx	xxx	xxx
1.3	Subscriptions(New and Renewal)	CCS	Shopping	xxx	xxx	xxx	
1.3	Subscriptions(Software License New and Renewal)New and Renewal)	CCS	Shopping	-	xxx	xxx	xxx
1.3	Info Kis (New and Reprints)	CCS	Shopping	-	xxx	xxx	xxx
1.3	Annual Report (Layout and Printing)	CCS	Shopping	-	-	-	xxx
A33	HP multifunction printers (2 - HP LaserJet M4345XS) and Xerox	CCS	Shopping	xxx	xxx	xxx	xxx
A23	Intrusion Alarm System	CCS	Shopping	xxx	xxx	xxx	xxx
A23	Air Conditioning Unit	CCS	Shopping	xxx	xxx	xxx	xxx
A23	Glass Doors	CCS	Shopping	xxx	xxx	xxx	xxx
A23	CCTV System	CCS	Shopping	xxx	xxx	xxx	xxx
A33	Canon photocopiers and faxes	CCS	Shopping	xxx	xxx	xxx	xxx
A33	Lexmark Photocopiers	CCS	Shopping	xxx	xxx	xxx	xxx
A24	Pest Control Treatment	CCS	Shopping	xxx	xxx	xxx	xxx
A24	Fire Alarm System	CCS	Shopping	xxx	xxx	xxx	xxx
A21	Air Conditioning Units	CCS	Shopping	xxx	xxx	xxx	xxx
A21	Elevator	CCS	Shopping	xxx	xxx	xxx	xxx

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				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
A23	Intrusion Alarm System	CCS	Shopping	xxx	xxx	xxx	xxx
A23	Automatic Gates/barrier	CCS	Shopping	xxx	xxx	xxx	xxx
A23	CCTV System	CCS	Shopping	xxx	xxx	xxx	xxx
A24	Pest Control Treatment	CCS	Shopping	xxx	xxx	xxx	xxx
	Location - SG's Residence						
A22	CCTV	CCS	Direct Award	xxx	xxx	xxx	xxx
A22	Swimming pool	CCS	Direct Award	xxx	xxx	xxx	xxx
A22	Pest Control Services	CCS	Direct Award	xxx	xxx	xxx	xxx
A22	AC unit	CCS	Direct Award	xxx	xxx	xxx	xxx
A22	Garage doors/sliding gate - SG's residence	CCS	Direct Award	xxx	xxx	xxx	xxx
A22	Intrusion Alarm System	CCS					
A36 SFE	Fire Extinguishers at HQ/Annex/SG's residence	CCS	Direct Award	xxx	xxx	xxx	xxx
	General Maintenance Supplies	CCS					
A23 PEL	Electrical Supplies	CCS	Shopping	-	xxx	-	-
A23 PLB	Plumbing/Chlorine Supplies	CCS	Shopping	-	xxx	-	-
A21 SAC	AC Spares/ Supplies/Repairs	CCS	Shopping	-	xxx	-	-
A21 SAC	Two (2)York AC Unit R410 A Refrigerant type, 30 Ton, 4 Stage With Air Handler	CCS	Restricted	-	xxx	-	-

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				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
A13 GPT				-	xxx	-	-
A23 PNT	Painting Supplies	CCS	Shopping	-	xxx	-	-
A35 SPA	Telephone Supplies	CCS	Shopping	-	xxx	-	-
A33 REP/SPA	Photocopier Spares	CCS	Shopping	-	xxx	-	-
A23 RBC	Painting of Chain Link Fence of CCS HQ	CCS	Shopping	-	xxx	-	-
A23 RBC	Repairs to Northern Parking Lot Drains	CCS	Shopping	-	xxx	-	-
A23 RBC	Repairs to Steel Steps CCS HQ	CCS	Shopping	-	xxx	-	-
A23 RBC	Installation of Lighting Fixtures (CCS HQ Open Field)	CCS	Shopping	-	xxx	-	-
A23 RBC	Installation of Three (3) New AC Air Handler units CCS HQ	CCS	Shopping	-	xxx	-	-
A23 PNT	Painting of front Fence of CCS HQ	CCS	Shopping	-	xxx	-	-
A23 PNT	Painting of Guard Huts	CCS	Shopping	-	xxx	-	-
A13	Fuel for generator HQ	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Fuel for Generator - SG's Residence	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Fuel for Generator - DSG's Residence	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Servicing of Generator - HQ	CCS	Direct Award	xxx	xxx	xxx	xxx
A13	Servicing of Generator - SG's Residence	CCS	Direct Award	xxx	xxx	xxx	xxx
A13	Servicing of Generator - DSG's Residence	CCS	Direct Award	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
A13	Generator supplies	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Generator Repairs	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Fuel for Generator - Annex	CCS	Shopping	xxx	xxx	xxx	xxx
A13	Servicing of Generator and Automatic Transfer Switch - Annex	CCS	Direct Award	xxx	xxx	xxx	xxx
604001-A24-CLN	Scrubbing and polishing of floors, and Shampooing of carpets - HQ	CCS	Shopping	xxx	-	xxx	-
604001-A24-CLN	Scrubbing and polishing of floors, and Shampooing of carpets - Annex	CCS	Shopping	xxx	-	xxx	-
604001-A23-ROF	Repairs/Refurbishing of furniture	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GDF	Gardening Services - Remuneration for staff 1	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GDF	Gardening Services - Remuneration for L. Johnson	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GDF	Gardening Services - Remuneration for staff 2	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GDF	Gardening Services - Remuneration for staff 3	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GDF	Gardening Services - Remuneration for staff 4	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GIM	Purchase of Gardening Implements (TOOLS)	CCS	Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
604001-A24-GDN	Purchase of Gardening supplies	CCS	Shopping	xxx	-	xxx	-
604001-A24-GSP	Purchase of Gardening spares	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-FGE	Fuel for Gardening equipment	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-SGE	Servicing of Gardening equipment	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-RGE	Repairs to gardening equipment	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-WTI	Work study Interns - Stipend	CCS	Shopping	-	-	xxx	-
604001-A24-GRO	Improvement of lawns	CCS	Shopping	-	xxx	-	-
604001-A24-SAN	Sanitac Services - HQ	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-SAN	Sanitac Services - Annex	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GAR	Garbage Disposal Service - HQ	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A24-GAR	Garbage Disposal Service - Annex	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A22-GAR	Garbage Disposal Service - SG's Residence	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A22-GDF	Gardening services - Remuneration for D. Bentinck	CCS	Shopping	xxx	xxx	xxx	xxx
604001-A22-GDN	Gardening supplies - SG's Residence	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A41	Fuel for all Vehicles	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A41	Fuel for Motor-cycles	CCS	Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
606001-A41	Lubricants	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A42	Tires for vehicles	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A42	Tires for Motor -cycles	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A42	Cleaning Supplies inclusive of steam cleaning	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A43	Motor Vehicle Insurance - 606001-A43	CCS	Shopping	xxx	xxx	xxx	xxx
606001-A43	Motor Vehicle Insurance	CCS	Shopping	xxx	xxx	xxx	xxx
611001	Security Guard Services	CCS	Shopping	xxx	xxx	xxx	xxx
	Headquarters and Annex						
A31	Computer spares	CCS	Shopping	-	xxx	xxx	xxx
A31	Maintenance of HP printers	CCS	Direct Award	-	xxx	xxx	xxx
A31	Maintenance of power infrastructure	CCS	Direct Award	-	xxx	xxx	xxx
A34	Software maintenance	CCS	Direct Award	-	xxx	xxx	xxx
A34	HRIS software maintenance	CCS	Direct Award	-	-	-	-
A32	Maintenance of firewall systems and software	CCS	Direct Award	-	xxx	xxx	xxx
A32	Hosted mail service	CCS	Direct Award	-	xxx	xxx	xxx
A32	Hosting of web services	CCS	Direct Award	-	xxx	xxx	\$ -
A32	Domain name renewal and management	CCS	Direct Award	-	xxx	xxx	xxx
A31	Extended warranty for servers	CCS	Direct Award	-	-	xxx	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
A35	Maintenance and support for telephone system	CCS	Direct Award	-	xxx	xxx	xxx
A32	Extended warranty for video conferencing equipment	CCS	Direct Award	-	-	xxx	-
A32	Videoconferencing bridging services	CCS	Direct Award	-	-	-	-
A36	Technical reference material and subscriptions	CCS	Direct Award	-	-	xxx	xxx
A36	Miscellaneous	CCS	Shopping	-	-	xxx	xxx
	Barbados and Jamaica Offices						
A31	Computer spares	CCS	Shopping		-	xxx	xxx
A31	Printer maintenance	CCS	Direct Award	xxx	xxx	xxx	xxx
A31	Maintenance tools	CCS	Shopping	-	xxx	-	-
A31	Maintenance of power infrastructure	CCS	Direct Award		xxx	xxx	
A34	Software maintenance	CCS	Direct Award	-	xxx	xxx	xxx
A32	Hosting services	CCS	Direct Award	xxx	xxx	xxx	xxx
A36	Technical reference material	CCS	Shopping	-	-	xxx	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
A36	Miscellaneous	CCS	Shopping	-	xxx	xxx	-
4.3	Rental of Conference Facilities	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
4.4	Refreshment inclusive of coconut water	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
4.4.1	Purchase of Supplies(Tea)	CCS	Direct Award/Shopping		xxx	xxx	xxx
4.5	Miscellaneous	CCS	Direct Award/Shopping	xxx	xxx	-	-
4.5.1	Flags	CCS	Direct Award/Shopping	-	xxx	xxx	-
5.1	Purchase of Paper Products	CCS	Shopping	-	xxx	xxx	-
5.2	Purchase of Printed Forms & Other Paper Products	CCS	Direct Award/Shopping	-	xxx	xxx	-
5.3	Purchase of Copiers & Fax Machine Accessories (Toners)	CCS	Direct Award/Shopping	-	xxx	xxx	-
5.4	Purchase of Copiers & Fax Machine Accessories (External Storage Medium)	CCS	Direct Award/Shopping	-	xxx	xxx	-
5.5	Purchase of General Office Supplies (Stationery, Supplies & Misc/Other)	CCS	Shopping	-	xxx	xxx	-
6.1	Stationery & printing Materials	CCS	Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
6.1	Cleaning Services	CCS	Direct Award	xxx	xxx	xxx	xxx
6.1	Auto Janitorial Dispensers	CCS	Direct Award	xxx	xxx	xxx	xxx
6.1	Sanitary Services	CCS	Direct Award	xxx	xxx	xxx	xxx
6.1	Telephone & Internet Services	CCS	Direct Award	xxx	xxx	xxx	xxx
6.1	Assets Insurance	CCS	Shopping	xxx	xxx	xxx	xxx
6.1	Vehicle Insurance	CCS	Shopping	xxx	xxx	xxx	xxx
6.1	Vehicle Servicing	CCS	Shopping	xxx	xxx	xxx	xxx
6.1	Computer spares	CCS	Shopping	xxx	xxx	xxx	xxx
6.1	Computer Software	CCS	Shopping	xxx	xxx	xxx	xxx
6.1.1	- Headquarters	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.1.2	- SG's residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.1.3	- DSG Residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.2.1	- SG Office - L. Janki	CCS	Direct	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding	Award/Shopping	EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
			Award/Shopping				
6.2.2	- SG Office - (Office Cell)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.2.3	- Admin - (C. Velloza)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.2.4	- DSG Office - (W. Jeffery)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.2.5	- IIS - (N. Rowe)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.1	- DSL - VOIP Services	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.2	- CCS Dedicated Internet Bandwidth (5Mbps)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.3	- Six (6) DSL Lines for Internet Browsing	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.4	- VOIP Charges - Eldorado Communications	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.5	- CCS Video Conferencing - HQ	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
6.3.6	- DSL - SG's Residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6.3.7	- DSL - DSG's Residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
6	TOTAL TELEPHONE, FAX AND INTERNET CHARGES	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
7.1.1	Headquarters	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
7.1.2	SG's residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
7.1.3	DSG's residence	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
605001-A31	Purchase of Computer spares	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
605001-A31	Maintenance to HP LaserJet printers	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
605001-A31	Maintenance tools	CCS	Direct Award/Shopping	-	xxx	-	-
605001-A31	Extended warranty for UPS at HQ and Annex (Specom)	CCS	Direct Award/Shopping	-	xxx	-	-
605001-A34	Software maintenance	CCS	Direct Award/Shopping	xxx	xxx	xxx	-
605001-A34	HRIS software maintenance	CCS	Direct Award/Shopping	xxx	-	-	-
605001-A32	Maintenance of Internet servers and software (Fujitsu)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
605001-A31	Maintenance of backup power infrastructure	CCS	Direct Award/Shopping	xxx	xxx	xxx	-
605001-A32	Hosted mail service	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
605001-A32	Website hosting (HostGator)	CCS	Direct Award/Shopping	xxx	-	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
605001-A32	Domain name renewal and management	CCS	Direct Award/Shopping	xxx	xxx	\$ -	\$ -
605001-A31	Extended warranty for Dell servers	CCS	Direct Award/Shopping	xxx	xxx	\$ -	\$ -
	Maintenance and support for telephone system	CCS	Direct Award/Shopping	xxx	xxx	xxx	\$ -
605001-A31	Extended warranty for videoconference equipment	CCS	Direct Award/Shopping	\$ -	xxx	\$ -	\$ -
	Videoconference bridging services	CCS	Direct Award/Shopping	xxx	\$ -	xxx	\$ -
605001-A31	Maintenance and software support for Barbados office*	CCS	Direct Award/Shopping	xxx	\$ -	xxx	\$ -
605001-A31	Computer spares for Barbados office*	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
605001-A36	Technical reference material and subscription services	CCS	Direct Award/Shopping	xxx	xxx	xxx	\$ -

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
605001-A36	Miscellaneous	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
600001-A01 PAP	Purchase of Paper Products	CCS	Direct Award/Shopping	-	xxx	xxx	-
600001-A02 PFP	Purchase of Printed Forms & Other Paper Products	CCS	Direct Award/Shopping	-	xxx	xxx	-
600001-A03 TON	Purchase of Copiers & Fax Machine Accessories (Toners)	CCS	Direct Award/Shopping	-	xxx	xxx	-
600001-A03 ESM	Purchase of Copiers & Fax Machine Accessories (External Storage Medium)	CCS	Direct Award/Shopping	-	xxx	xxx	-
600001-A04 STA/SUP/OTH	Purchase of General Office Supplies (Stationery, Supplies & Misc/Other)	CCS	Direct Award/Shopping	-	xxx	xxx	-
7.2.1	Laissez Passer (200 per quarter)	CCS	Direct Award/Shopping	-	xxx	xxx	xxx
7.2.3	First Appointment Expenses	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
7.2.5	Repatriation Expenses	CCS	Direct Award/Shopping	-	xxx	xxx	xxx
7.2.7	Staff Talent Celebration	CCS	Direct Award/Shopping	-	-	-	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
7.2.8	Staff Talent Celebration	Staff Association	Direct Award/Shopping	-	-	-	xxx
7.2.9	Miscellaneous - Wreaths, Flowers, Fruit Baskets	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
9.1a	Periodical subscriptions	CCS	Direct Award/Shopping	xxx	-	-	-
9.1b	Periodical subscriptions	CCS	Direct Award/Shopping	xxx	-	-	-
9.1c	Monographs	CCS	Direct Award/Shopping	xxx	-	-	-
9.1d	Monographs	CCS	Direct Award/Shopping	-	xxx	-	-
9.1e	Monographs	CCS	Direct Award/Shopping	-	xxx	-	-
9.1f	Library supplies & equipment	CCS	Direct Award/Shopping	-	xxx	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
9.1g	Monographs	CCS	Direct Award/Shopping	-	-	xxx	-
9.1h	Monographs	CCS	Direct Award/Shopping	-	-	xxx	-
9.1i	Monographs	CCS	Direct Award/Shopping	-	-	xxx	-
9.1j	Membership subscriptions	CCS	Direct Award/Shopping	-	-	-	xxx
9.1k	EBSCO Electronic Databases	CCS	Direct Award/Shopping	-	-	-	xxx
9.1l	Newspapers, Gazettes	CCS	Direct Award/Shopping	-	-	-	xxx
9.1f	Membership subscriptions	CCS		-	xxx		xxx
9.1g	EBSCO Electronic Databases	CCS		-	-	-	xxx
9.1h	Newspapers, Gazettes	CCS		-	-	-	xxx
10.4	Miscellaneous Conference Expenses	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
10.5	Flags	CCS	Direct Award/Shopping	-	xxx	-	-
25	Stationery & printing Materials	CCS	Shopping	xxx	xxx	xxx	xxx
25	Cleaning Services	CCS	Shopping	xxx	xxx	xxx	xxx
25	Auto Janitorial Dispensers	CCS	Shopping	xxx	xxx	xxx	xxx
25	Sanitary Services	CCS	Shopping	xxx	xxx	xxx	xxx
25	Storage Rental	CCS	Shopping	xxx	xxx	xxx	xxx
25	Maintenance of Workstation & Shredder	CCS	Shopping	-	xxx	xxx	xxx
25	Document Management at OTN Jamaica Office	CCS	Shopping	xxx	-	-	-
25	Security - OTN Jamaica Office	CCS	Shopping	xxx	xxx	xxx	xxx
	Telephone & Internet Services	CCS					
25	- Verio web hosting	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
25	- Telephones, Fax, & Video conferencing	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
25	- Internet (Digicel)	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
25	Newspaper Subscription	CCS	Shopping	xxx	xxx	xxx	xxx
25	Insurance of Assets - Barbados Office	CCS	Shopping	xxx	xxx	xxx	xxx
25	Insurance of Assets - Jamaica Office	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
25	Vehicle Servicing	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
25	Vehicle Insurance & road tax	CCS	Direct Award/Shopping	xxx	xxx	xxx	xxx
A24CLS	Purchase of Coffee/Tea Supplies	CCS	Shopping	-	xxx	xxx	xxx
Capital Expenditure (Core)							
1.1	Dell Laptop (1)	CCS	Restricted Tendering	-	xxx	-	-
1.1 and 1.4	HP Black and White Printer with auto duplex printing (2)	CCS	Restricted Tendering	-	xxx	-	-
1.4	HP Black and White Printer with auto duplex printing (1)	CCS	Restricted Tendering	-	xxx	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
1.1/1.4 / 2.1/4.2/6.1	Laptop Computer with docking station (6)	CCS	Restricted Tendering	-	xxx	-	-
1.4	Scanner (HP Scanjet5590)Digital Flatbed		Restricted Tendering	-	xxx	-	-
2.1	Multifunctional colour printer(1)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Multimedia projector (Dell) (2)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Switch (Cisco Catalyst 2960X or similar)(3)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Checkpoint 4000 Series Security appliance (2)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Data and media fireproof safe 2 cubic feet(1)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Network backup device (1)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Network printer(black and white)(1)	CCS	Restricted Tendering	-	xxx	-	-
3.7/10.1/15	Desktop Computer (5)	CCS	Restricted Tendering	-	xxx	-	-
37	Laptop Computer with docking station(1)	CCS	Restricted Tendering	-	xxx	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
4.1	Scanner(Network compatible) (1)	CCS	Restricted Tendering	-	xxx	-	-
4.1	LaserJet printer(HP LaserJet Enterprise 600 M602)(1)	CCS	Restricted Tendering	-	xxx	-	-
4.1/6.1/10.1/11.1	Laptop (4) (one with bag)	CCS	Restricted Tendering	-	xxx	-	-
6.1/10.1	Desktop Computer including 19" monitor and Microsoft Office (2)	CCS	Restricted Tendering	-	xxx	-	-
	Desktop scanner	CCS	Restricted Tendering	-	xxx	-	-
10.1	Digital Voice Recorder(1)	CCS	Restricted Tendering	-	xxx	-	-
15	Photocopier	CCS	Restricted Tendering	-	xxx	-	-
4.1/4.4	Adobe Standard(6)	CCS	Restricted Tendering	-	xxx	-	-
1.3/1.1/3.4/4.2/8/16.1	Executive Chair(8)	CCS	Restricted Tendering	-	xxx	-	-
1.1/14.4	Executive Desk(2)	CCS	Restricted Tendering	-	xxx	-	-
1.1/3.7	Ergonomic Semi Executive Office Chair (2)	CCS	Restricted Tendering	-	xxx	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
3.4/3.5	Guest chairs(8)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Trolley with drawers(1)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Walk through metal detector(1)	CCS	Restricted Tendering	-	xxx	-	-
3.5	Desk chairs(6)	CCS	Restricted Tendering	-	xxx	-	-
3.7	Steno chairs(1)	CCS	Restricted Tendering	-	xxx	-	-
3.7	Metal two-story wall mounted shelves(3)	CCS	Shopping	-	xxx	-	-
3.7	Metal filing cabinet	CCS	Shopping	-	xxx	-	-
6.1	Bookshelves (3)	CCS	Shopping	-	xxx	-	-
3.4	15 - Seater Mini bus(1)	CCS	Restricted Tendering	-	xxx	-	-
4.2/3.4	Water Dispenser(7)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Reverse Osmosis Water Purification System(1)	CCS	Restricted Tendering	-	xxx	-	-
1.1	Guillotine(1)	CCS	Restricted Tendering	-	xxx	-	-
1.3	Labeling Machine(1)	CCS	Restricted Tendering	-	xxx	-	-

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	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
1.4	2 Drawer Lateral Filing Cabinet (1)	CCS	Restricted Tendering	-	xxx	-	-
1.4/2.1/2.2	Regular 4 Drawer Vertical Filing Cabinet-metal(6)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Brush Cutter(1)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Commercial Vacuum Cleaners(4)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Chemical Storage Cupboard(1)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Crockery Cupboard(1)	CCS	Restricted Tendering	-	xxx	-	-
3.4	12,000 BTU AC Unit(2)	CCS	Restricted Tendering	-	xxx	-	-
3.4	Storage Locker(1)	CCS	Restricted Tendering	-	xxx	-	-
6.1	1 Workstations (1)	CCS	Restricted Tendering	-	xxx	-	-
6.1	Notebooks (2)	CCS	Restricted Tendering	-	xxx	-	-
6.1	Notebooks & Docking Stations (3)	CCS	Restricted Tendering	-	xxx	-	-

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Goods and Related Services(CCS)

1 January, 2015- 31 December, 2016

	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
6.1	Bookshelves (3)	CCS	Restricted Tendering	-	xxx	-	-
6.1	Assets Insurance	CCS	Shopping	xxx		-	-
6.1	Vehicle Insurance	CCS	Shopping	-	xxx	-	-
6.1	Vehicle Servicing	CCS	Shopping	-	xxx	-	xxx
6.1	Computer spares	CCS	Shopping	xxx	xxx	xxx	xxx
6.1	Computer software	CCS	Shopping	xxx	xxx	xxx	xxx
4.1	HP LaserJet Enterprise 600 M602 (1)	CCS	Shopping	-	xxx	-	-
6.1	Laptop with docking station (1)	CCS	Shopping	-	xxx	-	-
6.1	Laptop with docking station (1)	CCS	Shopping	-	xxx	-	-
6.1	Laptop with docking station (1)	CCS	Shopping	-	xxx	-	-
9	Laptop with docking station (1)	CCS	Shopping	-	xxx	-	-
9	Desktop Computer (1)	CCS	Shopping	-	xxx	-	-
11.2	Desktop Computer (1)	CCS	Shopping	-	xxx	-	-
11.2	HPCP 5525C - Coloured Printer (1)	CCS	Shopping	-	xxx	-	-
25	54" Smart TV	CCS	Shopping	-	xxx	-	-
Goods and Services (Projects)							
10th EDF/CSME_EIP/S UP/Multi/16.17	Supply, delivery, unloading, installation, commissioning of hardware, software and other electronic equipment for CARICOM Member States	10th EDF CSME & EIP	International Opening Tendering	-	xxx	-	-

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Goods and Related Services(CCS)

1 January, 2015- 31 December, 2016

	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
2.3.1.6	Equipment for APP Programme	EU 10 EDF APP	Shopping	xxx	-	-	-
UNEP/SUP/2016 /01	Office Supplies	UNEP	Shopping	xxx	xxx	xxx	xxx
UNEP/SUP/2016 /02	Visibility Materials	UNEP	Shopping	xxx	-	xxx	-
UNEP/SUP/2016 /03	Other Services (Tel/fax, electricity/heating, maintenance)	UNEP	Shopping	xxx	xxx	xxx	xxx
UNEP/SUP/2016 /04	Computer Hardware	UNEP	Shopping	-	xxx	-	-
1	Departmental Printer (1)	10th EDF	Shopping	-	xxx	-	-
2	External Hard Drive (1)	10th EDF	Shopping	-	xxx	-	-
3	Desktop Computers with Microsoft Office (3)	10th EDF	Shopping	-	xxx	-	-
4	Desktop Computers with Microsoft Office (6)	10th EDF	Shopping	-	xxx	-	-
5	Microsoft Project Professional (4)	10th EDF	Shopping	-	xxx	-	-
6	Bookshelves (3)	10th EDF	Shopping	-	xxx	-	-
7	Laptop computers with Microsoft Office and docking station(2)	10th EDF	Shopping	-	xxx	-	-
8	Filing cabinet (1)	10th EDF	Shopping	-	xxx	-	-
9	Bookshelves (2)	10th EDF	Shopping	\$ -	xxx	-	-
10	Microsoft Project Professional (4)	10th EDF	Shopping	\$	xxx	-	-

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Goods and Related Services(CCS)

1 January, 2015- 31 December, 2016

	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
				-			
11	Laptop computers with Microsoft Office and docking station(4)	10th EDF	Shopping	\$ -	xxx	\$ -	\$ -
12	Filing cabinet (1)	10th EDF	Shopping	\$ -	xxx	\$ -	\$ -
1.1 a	Printing of Toolkit and Manual for MoL and NAPS (Global Fund)	PANCAP	Shopping	\$ -	xxx	\$ -	\$ -
1.1 b	Layout and print of copies CRSF 2014-2018 (USAID)	PANCAP	Shopping	\$ -	xxx	\$ -	\$ -
1.1 c	Layout and printing of PANCAP Advocacy Strategy (USAID)	PANCAP	Shopping	\$ -	xxx	\$ -	\$ -
	Procurement of Banner	Spanish Aid	Shopping	xxx	-	-	-
	Procurement of 25 T-Shirts	Spanish Aid	Shopping		xxx	-	-
	50 Peer Counselor Badges	Spanish Aid	Shopping	xxx	-	-	-
	Paints for Signage and wall of expression (x 2 countries)	Spanish Aid	Shopping	xxx	-	-	-
	Mosaic tiles; ceramic for art work	Spanish Aid	Shopping	xxx	-	-	-
	Snacks, lunches (x 5 countries)	Spanish Aid	Shopping	xxx	-	-	-
	Sporting equipment (x 5 countries)	Spanish Aid	Shopping	xxx	-	-	-
	Lumber for student lunch benches	Spanish Aid	Shopping	xxx	-	-	-
	Poster (x 5 countries)	Spanish Aid	Shopping	-	xxx	-	-

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Goods and Related Services(CCS)

1 January, 2015- 31 December, 2016

	DESCRIPTION OF ACTIVITY	Source of Funding		EXPENDITURE PHASING			
				Q1 EC \$	Q2 EC \$	Q3 EC \$	Q4 EC \$
	Procurement of transportation to and from airport and in-country from hotel to meeting venue and back	CDB	Shopping	xxx	-	-	-
	Coffee breaks, lunches, tents, tables and table cloths, food warmers, cutlery, crockery for Youth Forum	CDB	Shopping	xxx	-	-	-
	Stationery for Youth Forum	CDB	Shopping	xxx	-	-	-
	Video and sound production equipment for CCC		Shopping	xxx	-	-	-
	Live streaming - Youth Forum	CDB	Shopping		xxx	-	-
	Procurement of Banner	CDB	Shopping	xxx	-	-	-
	GTT Dedicated internet	CDB	Shopping	xxx	-	-	-
4.1.1	Upgrade of Microsoft Dynamics SL	Member States Resources	Direct Award	xxx	xxx	-	-
4.1.2	Microsoft Dynamics SL Maintenance	Member States Resources	Direct Award	-	xxx	-	-

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
National Consultations on System requirements and Meeting on Work Plans in Public Procurement	January to June 2016	St. Kitts & Nevis, Antigua & Barbuda, Dominica, Grenada, Haiti, Montserrat, St. Vincent & the Grenadines,	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2
Special Meeting of Finance & Trade Officials to discuss Model Bill on Public Procurement , PSOPs and SBDs prior to submission to COTED and COFAP for approval	March 2016	Barbados	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3
Meetings to sensitize the Private Sector on the CSME Procurement Regime, particularly the MSMEs in Member States	April to May 2016	All Member States	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	1

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Meeting of the IGTF on Government Procurement	February 2016	Grenada	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3
Training of Trainers, Procurement Entities and CARICOM Staff	April to December 2016	TBD	Not Disclosed	600	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3
Training of Senior Public Officials, Private Sector and other Professions	April to December 2016	All Member States	Not Disclosed	30	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2
Convene Meeting of Registrars and Policy Officials to consider Framework Policy on Securities	January to June 2016	TBD	Not Disclosed	20	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Convene Meeting of Registrars and Policy Officials to consider Framework Policy on Single Jurisdiction	February 2016	TBD	Not Disclosed		Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3
Convene Meeting of Registrars and Policy Officials to consider Framework Policy on Insolvency	January to June 2016	TBD	Not Disclosed	50	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	3
Training in Competition Law and Policy in 4 Member States	January to June 2016	TBD	Not Disclosed		Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	TBD
Regional training of CARREX Officers	TBD	TBD	Not Disclosed	20	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	TBD

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Training to facilitate the development of institutional capacity of selected MS namely Bahamas, Haiti, Grenada and St. Kitts to implement CARREX and Consumer Protection Mechanisms to implement and enforce consumer protection and CARREX	January 2016 to March 2017	Bahamas, Haiti, Grenada, St. Kitts & Nevis	Not Disclosed		Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	TBD
Advance regional consumer participation with NGOs through training on CARREX, CARICOM draft Consumer Protection Bill, Risk management and product safety and consumer credit	January to December 2016	All Member States	Not Disclosed	20	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	5
Training on the LMIS in Member States	January to December 2016	TBD	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Regional Training on the CARICOM Agreement on Social Security	March 2016	St. Vincent & the Grenadines	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2
Training of Trade Unions and Employers' Organisations to play a more integral role in the free movement process	January 2016 to June 2016	All Member States	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2
Regional Consultations on the transfer of Social Security benefits		TDB	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	
Regional Consultation on the Social Dialogue Mechanism		TDB	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Workshops on the CARICOM Complaints Procedure	April 2016	TDB	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	
Training on CARICOM Social Security Agreement (Suriname & Haiti)	January to March 2016	Suriname & Haiti	Not Disclosed	TBD	Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	
Private Sector and Rural Community Interventions	'April to September 2016	6 Member States	Not Disclosed	TBD	Conference facilities, Insurance, Travel	Rental of computers, rental of communication equipment, refreshments, stationery	2
Secondary Schools Interventions	'April to September 2016	6 Member States	Not Disclosed		Conference facilities, Insurance, Travel	Rental of computers, rental of communication equipment, refreshments, stationery	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Missions for tertiary students from CSME participating Member States to be trained in CSME through field promotion	February to June 2016	3 Missions	Not Disclosed		Conference facilities, Insurance, Travel	Rental of communication equipment, refreshments, internal transportation	5
Meeting for the Review of CSME Print & Electronic Products	March 2016	TBD	Not Disclosed		Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	
Training of CSME Focal Points	March 2016	Barbados	Not Disclosed		Conference facilities	Rental of computers, rental of communication equipment, refreshments, stationery	2
National workshops for mainstreaming biodiversity related MEAs	Oct-16	TBD	Not Disclosed	40	Conference Venue	Projector, Computer, Camera	3
Regional mainstreaming training-of-trainers workshop	Jul-16	Guyana	Not Disclosed	15	Conference Venue, Hotel	Projector, Computer, Camera	4

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Pre-COP Meeting for CBD COP 13	Sep-16	Guyana	Not Disclosed	17	Conference Venue, Hotel	Projector, Computer, Camera	4
Regional Validation Workshop for Environment Policy	TBD	Saint Lucia	Not Disclosed		Meeting Room		3
3 Consultations for Water Policy	TBD	Jamaica, Grenada, Suriname	Not Disclosed		Meeting Room		3
Consultations for Environment Policy Implementation Plan	TBD	Jamaica, SLU, Sur	Not Disclosed		meeting Room		3
2 Meetings of the Technical Advisory Group on Areas Beyond National Jurisdiction	TBD	Barbados	Not Disclosed		Meeting Room /Breakout room		2.5 per meeting
Meeting of the Climate Change and Disaster Risk Management Thematic Group	21-Mar-16	Trinidad and Tobago	Not Disclosed	7	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and daily to and from meeting hall); hotel rooms for participants.	Projector and screen	1

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Meeting of the Human Resources Thematic Group	12-Apr-16	Trinidad and Tobago	Not Disclosed	10	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and daily to and from meeting hall); hotel rooms for participants.	Projector and screen	1
Consultation Meeting for the development of Policy Framework for the herbs and spices industry	3-4 March 2016	Trinidad and Tobago	Not Disclosed	20	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and daily to and from meeting hall); hotel rooms for participants.	Projector and screen	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
The Ninth Regional Planners Forum on Agriculture and 2nd Youth in Agriculture Forum	27-29 April 2016	Trinidad and Tobago	Not Disclosed	50	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and daily to and from meeting hall); hotel rooms for participants.	Projector and screen	2
The Tenth Regional Planners Forum on Agriculture	22-23 August 2016	St. Vincent and the Grenadines	Not Disclosed	50	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and daily to and from meeting hall); hotel rooms for participants.	Projector and screen	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Validation Meeting for the climate change and disaster risk management consultancy	March 22, 2016	Trinidad and Tobago	Not Disclosed	50	Meeting venue (internet access, projector and screen); Lunch; two breaks per day; group transportation (to and from airport, and to and from meeting hall); hotel rooms for participants.	Projector and screen	1
Validation Meeting for National Agriculture Action Plan Guyana	September 15 2016	Guyana	Not Disclosed	20	Meeting venue; coffee break.		1
Meetingⁱ : Technical Working Session for Securities Regulators	September	St. Kitts/Nevis	Not Disclosed	12	Meeting room and Conference Aids	Folders, Notepads, Pencils	TBD
Meetingⁱ : Technical Working Session for Securities Regulators	2nd Quarter 2016	Jamaica	Not Disclosed	2 -3	Meeting room and Conference Aids, as necessary	TBD	TBD

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Meetingⁱⁱ : Regional Consultation	4th Quarter 2016	Barbados	Not Disclosed				TBD
Meetingⁱⁱⁱ : Technical Working Group	2nd Quarter 2016	Jamaica	Not Disclosed	30	Meeting room and Conference Aids	Folders, Notepads, Pencils	TBD
Meeting^{iv} : Technical Working Group	4th Quarter 2016	Jamaica	Not Disclosed	30	Meeting room and Conference Aids	Folders, Notepad, Pencil	TBD
Meeting^{vi} : Regional Consultation	4th Quarter 2016	Jamaica	Not Disclosed	20	Meeting room and Conference Aids	Folders, Notepads, Pencils	TBD

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Support for in-country consultations ^{vii} on ICDTA review and Corporate Tax Instrument (Secretariat staff)	3rd Quarter 2016	TBD	Not Disclosed				TBD
Meeting: Meeting of the CARICOM Commission on the Economy	2nd Quarter 2016	Barbados	Not Disclosed	20	Meeting room and Conference Aids	Folders, Notepads, Pencils	TBD
Meeting: Meeting of the CARICOM Commission on the Economy	4th Quarter 2016	Barbados	Not Disclosed	1	To be provided by Member State		TBD
Meeting with Financial Sector Representatives	3rd Quarter 2016	Barbados	Not Disclosed	22		Folders, Notepads, Pencils	TBD
Meeting of Member States Fiscal Specialists to review proposals for a CARICOM fiscal sustainability	4th Quarter 2016	Jamaica	Not Disclosed	25	Meeting room and Conference Aids	Folders, Notepads, Pencils	TBD

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
framework							
National Workshop for Customs Officials	Mar-15	Guyana	Not Disclosed	50	Conference Room	Projector, Computer, Camera	3
Regional workshop on financing mechanisms and resources mobilization for biodiversity	May-15	Antigua and Barbuda	Not Disclosed	40	Conference Room, Hotel	Projector, Computer, Camera	3
Regional mainstreaming training-of-trainers workshop	Jul-15	Guyana	Not Disclosed	17	Conference Room, Hotel	Projector, Computer, Camera	4
Regional training workshop on negotiating mutually agreed terms for access and benefit sharing under the Nagoya Protocol	Nov-15	TBD	Not Disclosed	17	Conference Room, Hotel	Projector, Computer, Camera	4
Priorities Area Coordinating Committee (PACC)	September	Suriname	Not Disclosed	16	Accommodation, Conference Room	Projector, Desk top computer, lap top computer, printer/copier	1
Regional Stakeholder Consultation	12-Dec-16	Guyana	Not	30	Large Conference Room	Stationery/Refreshments	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
			Disclosed				
Meeting of Senior Trade Officials	16-Dec-16	Guyana	Not Disclosed	30	Large Conference Room	Stationery/Refreshments	2
3 Meeting of the Caribbean Community (CARICOM) Committee of Ambassadors	13-Jan-16	Guyana	Not Disclosed	30	Conference Room, Video Conference, Recording Equipment	Stationery	1
Meeting of Clusters	07-Mar-16	Guyana	Not Disclosed	45	Conference Room, Video Conference, Recording Equipment	Stationery	1
7th Meeting of the Secretary-General CARICOM and Heads of Regional Institutions	08-Mar-16	Guyana	Not Disclosed	69	Conference Room, Video Conference, Recording Equipment	Stationery	1
Secretary-General CARICOM Day Reception	July, 2016	Guyana	Not Disclosed	700	TBD		1
Annual Breakfast Event for Plenipotentiary Representatives accredited to CARICOM (Member States and Third States) or Member	July, 2016	Guyana	Not Disclosed	50	TBD		1

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
States/ Third States							
Meeting of the Audit Committee	Apr, 2016	Guyana	Not Disclosed	8	Videoconference		1
Meeting of the Audit Committee	July, 2016	Guyana	Not Disclosed	8	Videoconference		1
Meeting of the Audit Committee	Dec, 2016	Guyana	Not Disclosed		Videoconference		1
Training	Oct, 2016	Missouri, USA	Not Disclosed	1	-		2
Training	Oct, 2017	Missouri, USA	Not Disclosed	1	-		2
Meeting of CARICOM Communication Network (CCC, Institutions and Member States' GIS)	April, 2016	Online	Not Disclosed	40	Videoconference facilities, conference room, projector, recording equipment		1

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Meeting of CARICOM Communication Working Group (CCS and Institutions)	May, 2016	Online	Not Disclosed	20	Videoconference facilities, conference room, projector, recording equipment		1
1.3.2.1 National I Consultation DR (2)	TBD	Dom Rep	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.2.2 National Consultation Barbados (2)	TBD	Barbados	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.2.3 Nat Con Haiti (2)	TBD	Haiti	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.3.1 4 day w/shop DR	TBD	Dom Rep	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.3.3.2 4 day w/shop Barbados	TBD	Barbados	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
1.3.3.3 4 day w/shop Haiti	TBD	Haiti	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.3.4.1 Train the Trainers	TBD	Barbados	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.5.1 Forum	TBD	Barbados	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.6.1 M&E Missions (2)	TBD	Dom Rep	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
3.3.6.2 M&E Missions (2)	TBD	Barbados	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.3.6.3 M.E Missions (2)	TBD	Haiti	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.4 Expansion of Pilot	TBD	6 CF Member States	Not Disclosed	20	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
1.4.2 Train the Trainers	TBD	6 MS	Not Disclosed	25	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.7.2.1 4 day W/shop	TBD	Dom Rep	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.7.2.2 4 day W/shop	TBD	Barbados	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.7.2.3 4 day W/shop	TBD	Haiti	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
1.7.3.1 Train the Trainers	TBD	Barbados	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.7.4.1 Forum	TBD	Barbados	Not Disclosed	40	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.7.5.1 M&E Missions (2)	TBD	Dom Rep	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
3.7.5.2 M&E Missions (2)	TBD	Barbados	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
1.7.5.3 M.E Missions (2)	TBD	Haiti	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
4 day W/shop	TBD	Haiti	Not Disclosed	35	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	4
2.1 & 2.2 Trainers Workshop	TBD	Jamaica	Not Disclosed	51	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	3
3.3 Missions	TBD	8 member states	Not Disclosed	15	Conference Room, PA System , projector, Stationery	Lunch, coffee Breaks	2
Joint Meeting of the Technical Negotiating Team on Air Services(TNToAS) and Regional Transportation Commission (RTRC)	23 -24 MAY 2016	Guyana	Not Disclosed	25	Conference room with video conference facilities		2

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Inception Meeting and Consultation with Technical Negotiating Team on Air Services and RTC	24-May-16	Guyana	Not Disclosed		Large Conference Room	Stationery/Refreshments	1
Consultation/validation with MS	8-9 June 2016	St. Vincent & the Grenadines	Not Disclosed	30	To be determined	ITR	2
Tenth Meeting of the CARICOM Technical Negotiation Team on Air Services	15 - 16 June 2016	Guyana	Not Disclosed	2	conference room	refreshments, conference, ITR	2
Seventh Meeting of the Regional Transportation Commission	16-Jun-16	Online	Not Disclosed		conference room		1
44TH Special COTED (Transportation)	22-24 Jun 2016	Guyana	Not Disclosed	2	Conference Services		2
LAC		Online	Not Disclosed				
Heads of Government attendance by Chairman of Transport Commission and Chair of RTC	01-04 July 2016	Guyana	Not Disclosed	4	Conference Services	ITR, accommodation	4

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Regional Train the Trainers Workshop on DevInfo	23-27 May 2016	Barbados	Not Disclosed	15	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops	5
Workshop on National Accounts	13-17 June 2016	Trinidad and Tobago	Not Disclosed	26	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops Microphones & PA System	5
Eighteenth Meeting of the Advisory Group on Statistics	29 June - 1 July 2016	Jamaica	Not Disclosed	12	Coffee Breaks - am and pm	Internet Access Additional plugs to facilitate laptops	3
Caribbean Conference: Transformative Agenda on Official Statistics	7-9 September 2016	Barbados	Not Disclosed	25	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops Microphones & PA System	3
Nineteenth Meeting of the Advisory Group on Statistics	20-22 October 2016	Curacao	Not Disclosed	12	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops	3

CARICOM SECRETARIAT'S GENERAL PROCUREMENT PLAN

Meetings and Training

1 January, 2015- 31 December, 2016

Description of Activity	Schedule (Date)	Proposed Location	Estimated Cost US \$	No. of participants	Required Facilities	Material Supplies and equipment	Duration (Days)
Forty-First Meeting of the SCCS and related meetings	24-28 October 2016	Curacao	Not Disclosed	40	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops Microphones & PA System	5
Workshop on Trade in Services	14-18 November 2016	Dominica	Not Disclosed	25	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops Microphones & PA System	5
Caribbean Statistics Day	October	Guyana	Not Disclosed		Conference Room	Trophies/Prizes/ Snacks/Banners	5
Workshop on Social Statistics	November	Grenada	Not Disclosed	25	Conference Room Coffee Breaks - am and pm	Multi-media Projector and screen Internet Access Additional plugs to facilitate laptops Microphones & PA System	5