

Evolving TecKnologies and Enterprise Development Company Ltd. (e TecK)

Annual Schedule of Planned Procurement Activities for the fiscal year October 2025 to September 2026

Date Published: <Insert publication date (yy/mm/dd)>

Version: #1

No.	Project Number	Project Name	UNSPS 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	Department
1		Maintenance and Upkeep Works - North Parks	72102902	Provision of Landscaping Services at various industrial parks throughout northern Trinidad	May-26	Nov-28	2 Years	Public/Single Envelope	N/A	Fixed Term	Facilities Management
2		Maintenance and Upkeep Works - South Central	72102902	Provision of Landscaping Services at various industrial parks throughout central and south Trinidad	May-26	Nov-28	2 Years	Public/Single Envelope	N/A	Fixed Term	Facilities Management
3		Maintenance and Upkeep Works - Tamana InTech Park	72102902	Provision of Landscaping Services at the Tamana InTech Park, Wallerfield	May-26	Nov-28	2 Years	Public/Single Envelope	N/A	Fixed Term	Facilities Management
4		Maintenance and Upkeep Works - Sangster's Hill & Milford Road	72102902	Provision of Landscaping Services at the Sangster's Hill Mall and the Milford Road Industrial Park, Tobago	May-26	Nov-28	2 Years	Public/Single Envelope	N/A	Fixed Term	Facilities Management
5		Servicing of Fire Hydrants at Various Parks	72101509	Routine servicing (painting, greasing, etc.) of fire hydrants at the following industrial parks: Abattoir, Plaisance, Tamana InTech Park, Milford Road Tobago and the Sangster's Hill Mall, Tobago	Mar-26	Sep-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
6		Effluent Testing Services	41104007	Testing of Effluent from several Waste Water Treatment Plants throughout Trinidad	Feb-26	Jul-27	1 Year	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
7		Road Paving - Plaisance Industrial Park	72141103	Asphaltic Paving	Mar-26	Aug-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
8		Maintenance of the Waste Water Treatment Plant at the Plaisance Industrial Park	81101527	Maintenance of the Waste Water Treatment Plant at the Plaisance Industrial Park	Feb-26	Jul-28	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
9		Maintenance of the Waste Water Treatment Plant at the Point Fortin Industrial Park	81101527	Maintenance of the Waste Water Treatment Plant at the Plaisance Industrial Park	Feb-26	Jul-28	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
10		Maintenance of the Waste Water Treatment Plant at the Point Lisas Industrial Park	81101527	Maintenance of the Waste Water Treatment Plant at the Plaisance Industrial Park	Feb-26	Jul-28	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
11		Maintenance Program for Lift Stations #3 and #6 at the Tamana InTech Park	81101527	Provision of maintenance services (electrical and mechanical) for the pumps and associated equipment	Apr-26	Sep-28	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
12		Janitorial Services at the Sangster's Hill Mall, Tobago	76110000	Provision of Janitorial Services	Jun-26	Nov-28	2 Years	Public/Single Envelope	N/A	Fixed Term	Facilities Management
13		Janitorial Services at the Phoenix Park Industrial Estate	76111501	Provision of Janitorial Services	Mar-26	Aug-28	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management

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14		Elevator Servicing at the Flagship Building, Tamana InTech Park, Wallerfield	72101506	Servicing of two (2) Kone Elevators	Aug-26	Jan-28	1 Year	Sole/Single Envelope	N/A	Fixed Term	Facilities Management
15		Fire Alarm & Suppression Servicing at the Flagship Building, Tamana InTech Park, Wallerfield	92121702	Servicing of Fire Alarm and Suppression systems for the Flagship and Utilities Buildings	Jul-26	Jan-28	1 Year	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
16		Pest Control Services at the Flagship Building, Tamana InTech Park, Wallerfield	72122100	Provision of Pest Control Services	Feb-26	Jun-27	1 Year	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
17		High Voltage Electrical Inspection at the Flagship Building, Tamana InTech Park, Wallerfield	72151515	Conduct Annual High Voltage Electrical Servicing to attain Electrical Inspectorate Certification	Sep-26	Feb-27	1 Year	Selective Bidding /Single Envelope	N/A	Fixed Term	Facilities Management
18		Assessment & Engineering Designs for Waste Water Treatment Plants at Four Existing Industrial Parks	41104007	Provision of Assessment & Engineering Designs for Waste Water Treatment Plants at Four Existing Industrial Parks	Feb-26	Jul-26	3 Months	Public/ Single Envelope	10	FIDIC White Book	Facilities Management
19		Replacement of TPO (Thermoplastic Polyfin) Roof Membrane with Index Agro Modified Bitumen Membrane Roofing System	30121504	Replacement of TPO (Thermoplastic Polyfin) Roof Membrane with Index Agro Modified Bitumen Membrane Roofing System	Feb-26	Jul-26	3 Months	Public/ Single Envelope	10	FIDIC Green Book	Facilities Management
20		Provision of Security at the Alutech Research and Development Facility and the Taman In Tech Park, Wallerfield	92121504	Mobile, canine and guard patrol services	tbd	tbd	1 Year	Public/ Single Envelope	10	Fixed Term	HSSE
21		Provision of Security at Phoenix Park	92121504	Mobile, canine and guard patrol services	Feb-26	Jun-28	1 Year	Public/ Single Envelope	N/A	Fixed Term	HSSE
22		Provision of Security at Sangster's Hill Mall	92121504	Guard patrol services	tbd	tbd	2 Years	Public/ Single Envelope	N/A	Fixed Term	HSSE
23		Provision of Security Escorts	92120000	Provision of security vehicle, driver and armed guards to accompany employees on site visits deemed high risk	tbd	tbd	2 Years	Public/ Single Envelope	N/A	Fixed Term	HSSE

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24		Provision of Security at Moruga Agro-Processing Light Industrial Park	92121504	Guard patrol services	Jan-26	Mar-28	2 Years	Public/ Single Envelope	N/A	Fixed Term	HSSE
25		Provision of Security at Pt. Fortin Industrial Park	92121504	Guard patrol services	May-26	Oct-28	2 Years	Public/ Single Envelope	N/A	Fixed Term	HSSE
26		Bailiff Services	80120000	Service of Notices, Evictions, Investigations	Jun-26	Jun-26	3 Months	Selective Bidding /Single Envelope	N/A	Fixed Term	Tenant Relations
27		Property Valuation training	86132201	Training in the basics of Property Valuation	Mar-26	Mar-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Tenant Relations
28		Quantity Surveying training	86132201	Training in the basics of Quantity Surveying	Jun-26	Jun-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Tenant Relations
29		Valuation survey of all legacy parks	81101526	Valuation to determine rental rates, insurance and Fair values	Mar-26	Apr-26	5 - 6 Months	Selective Bidding /Single Envelope	N/A	Fixed Term	Asset Management
30		Cadastral Survey of the Morvant property	81151604	To determine the boundaries of the property, prepare a cadastral document for vesting purposes.	Jul-26	Jul-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Asset Management
31		Cadastral Survey of the Frederick Extension property	81151604	To determine the boundaries of the property, prepare a cadastral document for vesting purposes.	Jun-26	Jul-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Asset Management
32		Cadastral Survey of the Endeavour property	81151604	To determine the boundaries of the property, prepare a cadastral document for vesting purposes.	Jul-26	Jul-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Asset Management
33		Quantity Surveys of built accommodation	81101526	For possible disposal of buildings	Feb-26	Sep-26	1 Month	Selective Bidding /Single Envelope	N/A	Fixed Term	Asset Management
34		Provision of Statutory Auditing Services to e TecK Parent, Consolidated and VHL	84111601	Statutory Auditing services for e TecK, VHL and Consolidated for financial years 2024 - 2026 and audit of summary financial statements for e TecK Consolidated to be published in the newspaper.	Jan-26	Apr-27	3 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Finance
35		CheckPoint Firewall Subscription renewal	43222501	Renewal of Perimeter Firewall Support and associated subscriptions	Nov-25	Dec-25	1 Month	Selective Bidding /Single Envelope	N/A	Services	ICT
36		Record Digitization	81112005	Digitizing of corporate documents stored offsite	Jan-26	Sep-26	6 Months	Selective Bidding /Single Envelope	N/A	Services	ICT
37		Microsoft ERP Upgrade	43231600	Upgrade of Microsoft Dynamics GP & PSM to MS Business Central and PLM	Jan-26	Sep-26	3 Months	Single Source	N/A	Services	ICT
38		Procurement of Servers	43211502	Procurement of servers to replace aged infrastructure	Jan-26	Jun-26	3 Months	Selective Bidding /Single Envelope	N/A	Goods	ICT

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39		Desktop/Laptop Computers	43211500	Procurement of Desktop & Laptop computers for new employees and replaced/aged/non-functioning devices	Jan-26	Jun-26	3 Months	Selective Bidding /Single Envelope	N/A	Goods	ICT
40		UPS Batteries (Server Room)	39121011	Replacement of aged UPS batteries	Apr-26	Jun-26	3 Months	Single Source	N/A	Goods	ICT
41		Microsoft Office 365 E5 Subscription Microsoft Teams, Exchange Online	43231500	Subscription Renewal for Microsoft Office 365 E5 Microsoft Teams, Exchange Online	Mar-26	Mar-26	1 Month	Sole Source	N/A	Services	ICT
42		Network Switching & Wireless Infrastructure	43223100		Jan-26	Apr-26	3 Months	Selective Bidding /Single Envelope	N/A	Goods	ICT
43		Upgrade of meeting room ICT infrastructure (Board Room & Tamana Room)	72103300		Jan-26	Jun-26	4 Months	Selective Bidding /Single Envelope	N/A	Goods	ICT
44		Lift Station 6 & Alutech Cameras	46171600	Installation of Surveillance Cameras at Alutech Facility and Lift Station 6	Dec-25	Jan-26	1 Month	Selective Bidding /Single Envelope	N/A	Goods/Works	ICT
45		Magdalena Grand Beach & Golf Resort (MGBGR) - HVAC Structural Frame Stabilisation and Essential HVAC Component Replacement	72151200	Structural stabilisation of the deteriorated chiller support frame and essential HVAC continuity measures required to maintain minimum safe cooling during and immediately after stabilisation.	Feb-26	Apr-26	1 Month	Public/ Single Envelope	10	FIDIC Yellow Book	Capital Projects

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46		Flagship Building, Tamana InTech Park- MEP Consultancy Services for HVAC System Refurbishment	81101500	MEP consultancy services for the refurbishment of the HVAC system serving the Flagship Building at Tamana InTech Park. The scope includes condition assessment, engineering design and recommendations, preparation of tender documentation and FIDIC Engineer services including contract administration, construction supervision, testing and commissioning to ensure effective delivery and long-term system performance.	Feb-26	Jun-29	3 Years	Public/ Single Envelope	10	FIDIC White Book	Capital Projects
47		Factory Road Industrial Park, Phase 1 Completion (East)	72140000	Factory Road Industrial Park, Phase 1 Completion East- Complete construction of phase 1 civil works including entry/exit intersection, internal roads, drainage network and services for the Factory Road Industrial Park site.	Feb-26	Jun-28	2 Years	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects
48		Factory Road Industrial Park, Phase 1 Completion (West)	72140000	Factory Road Industrial Park, Phase 1 Completion (West)- Complete construction of phase 1 civil works including entry/exit intersection, internal roads, drainage network and services for the Factory Road Industrial Park site.	Feb-26	Jun-28	2 Years	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects

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49		Magdalena Grand Beach and Golf Resort - Engineering Consultancy services for MEP upgrade works	81101500	Provision of MEP Consultancy services including, assessment, design, preparation of Tender documents, tender evaluation and FIDIC Engineer services for the administration, supervision, and certification of MEP upgrade works at the Magdalena Grand Beach and Golf Resort, ensuring compliance with contract requirements, quality standards and project timelines.	Feb-26	Jun-28		Public/ Single Envelope	10	Fixed Term	Capital Projects
50		Magdalena Grand Beach and Golf Resort - Provision of FIDIC Engineer services for structural upgrade works	81101513	Provision of FIDIC Engineer services for the administration, supervision, and certification of structural upgrade works at the Magdalena Grand Beach and Golf Resort, ensuring compliance with contract requirements, quality standards and project timelines.	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC White Book	Capital Projects
51		Magdalena Grand Beach and Golf Resort - Provision of Quantity Surveying (QS) services in support of the FIDIC Engineer for structural upgrade works	81101526	Provision of Quantity Surveying (QS) services in support of the FIDIC Engineer for structural upgrade works at the Magdalena Grand Beach and Golf Resort, including cost control, valuation of works, preparation of variations, and certification support in accordance with FIDIC contract requirements.	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC White Book	Capital Projects
52		Magdalena Grand Beach & Golf Resort (MGBGR) - Repairs to the Tennis Court Area	72154000	Repairs to the tennis court perimeter fencing and associated lighting posts, including structural rehabilitation, realignment or replacement where required. The works are intended to restore safety, security and adequate lighting to the facility with minimal disruption to resort operations.	Feb-26	Jun-26	2 Months	Public/ Single Envelope	10	Fixed Term	Capital Projects

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53		Magdalena Grand Beach & Golf Resort (MGBGR) - Repair and replacement of Laundry Equipment	72101500	Repair and replacement of selected commercial laundry equipment and/or components to restore reliable laundry operations at the resort. The scope includes supply, installation, testing, commissioning and maintenance as required to ensure operational continuity, efficiency and compliance with manufacturer and safety standards.	Feb-26		2 Months	Public/ Single Envelope	10	Fixed Term	Capital Projects
54		Magdalena Grand Beach & Golf Resort (MGBGR) - Repairs to Water Softener	72101500	Repairs and maintenance to the resort's water softener system, including replacement of defective components and associated works as required to restore effective water treatment. The scope includes testing and commissioning to ensure reliable operation and compliance with manufacturer and operational standards.	Feb-26	Jun-26	2 Months	Public/ Single Envelope	10	Fixed Term	Capital Projects
55		Magdalena Grand Beach & Golf Resort (MGBGR) - Repairs to Fire Detection System	72101500	Repairs and maintenance to the resort's fire detection system, including replacement of defective devices, cabling and control components as required. The scope includes testing, commissioning and certification to ensure full functionality, code compliance and reliable life-safety protection across the facility.	Feb-26	Jun-26	2 Months	Public/ Single Envelope	10	Fixed Term	Capital Projects
56		Geotechnical Investigations: Requests for Proposal for Morvant and Plaisance Industrial Parks	81101500	Geotechnical investigations at the Morvant and Plaisance Industrial Parks to support future development and infrastructure works. The scope includes field investigations, laboratory testing, geotechnical analysis and reporting to inform foundation design, earthworks and risk management in accordance with applicable engineering standards.	Feb-26	Jul-26	3 Months	Public/ Single Envelope	10	FIDIC White Book	Capital Projects

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57		Magdalena Grand Beach & Golf Resort (MGBGR) - Phased HVAC System Completion	72151200	Phased completion of the resort's air-conditioning and ventilation system, including the supply, installation, testing, commissioning and integration of outstanding HVAC components. The works are sequenced to minimize disruption to ongoing hotel operations while restoring reliable cooling performance, indoor air quality and long-term operational efficiency across the facility.	Feb-26	Jul-29	4 Years	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects
58		Industrial Parks Roads and Drains - Engineering Support Services including topographical surveys, design licenses and CAD technician -	81101500	Provision of civil engineering support services including topographical surveys, design coordination, CAD drafting and technical assistance for road and drainage infrastructure across industrial parks. Services include: 1. Topographical and engineering surveys to capture existing site conditions and inform design development including design licenses; 2. Preparation and submission of design drawings and approvals in accordance with national and municipal regulatory requirements; 3. Provision of CAD drafting and design technician support for civil and infrastructure layouts, profiles, and details; and 4. Technical coordination and quality assurance to ensure compliance with design standards and project specifications.	Feb-26	Feb-27	9 months	Public/ Single Envelope	10	Fixed Term	Capital Projects

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59		Dow Village Industrial Estate - Engineering Consultancy Services	81101500	Engineering Consultancy Services include: Provision of multidisciplinary civil engineering consultancy services for the subdivision and servicing of the industrial estate, including detailed design of roads, drainage and utilities; tender preparation and evaluation; contract administration; and construction supervision including the defects liability period.	Feb-26	Jun-30	4 years	Public/ Single Envelope	10	FIDIC White Book	Capital Projects
60		Dow Village Industrial Estate - Site Perimeter Fencing	72154069	Construction of perimeter security fencing at the Dow Village Industrial Estate, including site clearance, foundation works, installation of fencing, access gates and associated civil works to enhance site security and boundary control.	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects
61		Factory Road Industrial Park, Completion Phase, East	72140000	Factory Road Industrial Park, Completion Phase East- Complete construction of entry/exit intersection, internal roads, partial internal drainage network and detention pond for the Factory Road Industrial Park site.	Feb-26	Jun-28	2 Years	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects
62		Factory Road Industrial Park, Completion Phase, West	72140000	Factory Road Industrial Park, Completion Phase West- Complete construction of entry/exit intersection, internal roads, utility protection and relocation, partial internal drainage network and detention pond for the Factory Road Industrial Park site.	Feb-26	Jun-28	2 Years	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects

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63		Magdalena Grand Beach and Golf Resort - Electrical (LV) Package	72151500	<p>This scope covers the rehabilitation and upgrade of the low-voltage (LV) electrical systems at the Magdalena Grand Beach and Golf Resort. Works include:</p> <ol style="list-style-type: none"> 1. Replacement and modernization of main distribution boards, sub-panels, and switchgear to enhance reliability and safety; 2. Upgrading of wiring, conduits and protective devices in compliance with current electrical codes and hotel operational requirements; 3. Testing, commissioning and certification of all LV systems to ensure compliance with regulatory and performance standards. 	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC Red Book	Capital Projects
64		Magdalena Grand Beach and Golf Resort - Replacement of Diesel storage Tank and appurtenances	72154034/ 72121507	<p>This scope involves the removal and replacement of the existing diesel storage tank system serving the Resort's standby power generation infrastructure. Works include:</p> <ol style="list-style-type: none"> 1. Decommissioning and safe removal of the existing diesel storage tank and associated fittings; 2. Supply and installation of a new double-walled diesel storage tank complete with fuel lines, valves, gauges, and safety appurtenances; 3. Integration of the upgraded system with the existing generator and fuel management systems to ensure reliable operation; and 4. Testing, commissioning and certification in accordance with environmental, fire safety and engineering standards. 	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10		Capital Projects

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65		Magdalena Grand Beach and Golf Resort - Structural Upgrade to the Lobby Area	72121103	<p>This scope entails structural rehabilitation and strengthening works within the main lobby area of the Magdalena Grand Beach and Golf Resort to enhance safety, durability, and aesthetic value. The works include:</p> <ol style="list-style-type: none"> 1. Structural reinforcement of columns, beams, and roof framing to address deterioration and improve load-bearing performance; 2. Replacement of damaged concrete and corrosion protection to extend structural lifespan; 3. Waterproofing and finishes restoration to prevent future deterioration; and 4. Integration of upgrades with ongoing improvements to maintain functional and visual harmony within the resort's public spaces. 	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC Yellow Book	Capital Projects
66		Magdalena Grand Beach and Golf Resort - Structural Upgrade to the North Wing	72121103	<p>This scope entails structural rehabilitation and strengthening works within the North Wing area of the Magdalena Grand Beach and Golf Resort to enhance safety, durability, and aesthetic value. The works include:</p> <ol style="list-style-type: none"> 1. Structural reinforcement of columns, beams, and roof framing to address deterioration and improve load-bearing performance; 2. Replacement of damaged concrete and corrosion protection to extend structural lifespan; 3. Waterproofing and finishes restoration to prevent future deterioration; and 4. Integration of upgrades with ongoing improvements to maintain functional and visual harmony within the resort's public spaces. 	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC Yellow Book	Capital Projects

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67		Magdalena Grand Beach and Golf Resort - Structural Upgrade to the South Wing	72121103	<p>This scope entails structural rehabilitation and strengthening works within the South Wing area of the Magdalena Grand Beach and Golf Resort to enhance safety, durability, and aesthetic value. The works include:</p> <ol style="list-style-type: none"> 1. Structural reinforcement of columns, beams, and roof framing to address deterioration and improve load-bearing performance; 2. Replacement of damaged concrete and corrosion protection to extend structural lifespan; 3. Waterproofing and finishes restoration to prevent future deterioration; and 4. Integration of upgrades with ongoing improvements to maintain functional and visual harmony within the resort's public spaces. 	Feb-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC Yellow Book	Capital Projects
68		Magdalena Grand Beach and Golf Resort - Structural investigations and Detailed Structural Condition Assessment	81101505	Comprehensive structural assessment of main resort buildings to verify integrity, analyse deterioration and develop detailed repair and rehabilitation recommendations based on prior non-destructive testing results.	Mar-26	Jun-27	1 Year	Public/ Single Envelope	10	FIDIC White Book	Capital Projects
69		Risk assessment following Risk Framework	80101504	Phase 2 of the Strategic Plan	Mar-26	Apr-26	3 Months	Selective Bidding /Single Envelope	N/A	Service	Special Projects
70		Strategic Planning Support	80101504	Rollout of Strategic Plan to staff	Mar-26	Apr-26	2 Months	Selective Bidding /Single Envelope	N/A	Service	Special Projects
71		Consultancy and Legal Support for MGBGR long-term plan	80161702	To Dispose of Asset	Mar-26	Apr-26	4 Months	Selective Bidding /Single Envelope	N/A	Service	Special Projects
72		Hotels Assets Training	86132201	Training in Hotel Asset management to better manage the new Hilton HMA	Mar-26	Mar-26	1 Month	Selective Bidding /Single Envelope	N/A	Service	Special Projects

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73		Provision for EAP Services	84131609	The Employee of Assistance Program is of mutual benefit for both the organization and individual employees. An employee assistance program (EAP) is a work-based intervention program designed to assist employees and their immediate family in resolving personal problems that may be adversely affecting the employee's performance	Jan-26	Feb-26	2 Years	Selective Bidding /Single Envelope	10	Fixed Term	Human Resource
74		Industrial Relations Consultant	80101511	The Industrial Relations Consultant has supported the Company in providing industrial relations advice and representing the Company at Ministry of Labour/ Industrial Court on an ongoing basis and Management training as required.	Jan-26	Feb-26	2 Years	Selective Bidding /Single Envelope	10	Fixed Term	Human Resource
75		Payroll Services	84111505	The Provider will calculate and prepare the monthly local payroll and credit all required net salaries and assignments based on the information received from e TecK to the respective recipients. Additionally, the Service Provider will remit the necessary statutory and third party assignment payments to the relevant authorities and institutions and also prepare TD4's for the relevant employees to file with their annual tax returns on or before the due date.	Aug-26	Sep-26	1 Year	Single Source	N/A	Fixed Term	Human Resource

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Annual Schedule of Planned Procurement Activities for the fiscal year October 2025 to September 2026

Date Published: <Insert publication date (yy/mm/dd)>

Version: #1

No.	Project Number	Project Name	UNSPS 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	Department
76		Recruitment Advertisement-Job Boards	93141802	To advertise vacant jobs externally and to recruit suitable candidates from entry level to Senior Management.	Mar-26	Apr-26	6 Months	Selective Bidding /Single Envelope	N/A	Fixed Term	Human Resource
77	S-TIP-25101328	Provision of Janitorial Services at eTeck Tamana InTech Park, Wallerfield	76110000	Janitorial Services	Oct-26	Feb-25	2 Years, with option to renew for one year	Selective Bidding /Single Envelope	N/A	Fixed Term	Administration Services
78		Rental of Copier/ Printer for eTeck, Wallerfield- Corporate Secretariat	80161800	Printer/ Copier Rental	Oct-26	Nov-26	2 Years, with option to renew for one year	Sole Source	N/A	Fixed Term	Administration Services
79		Rental of Copiers/ Printers for eTeck, Wallerfield- REA, Admin and 3rd Floor Main	80161800	Printer/ Copier Rental	Dec-25	Jan-27	3 Years with option to renew for one year	Sole Source	N/A	Fixed Term	Administration Services
80		Provision of Vehicle Leasing Services to eTeck	78111811	Vehicle Leasing	Dec-25	Jan-26	2 Years	Selective Bidding /Single Envelope	N/A	Fixed Term	Administration Services
81		Provision of Plantscaping Services at eTeck, Tamana InTech Park, Wallerfield	70111500	Plants & Ornamental Trees	Mar-25	May-25	2 Years with option to renew for one year	Selective Bidding /Single Envelope	N/A	Fixed Term	Administration Services