

## Annual Schedule of Planned Procurement Activities - F.S.D

No.	Project Number	Project Name	Brief Description	Proposed date for Issue of Bidding Documents	Expected Delivery/ Completion Date	Estimated Project Duration (for Works and Services)	Procurement Method	Standstill Period (if applicable) No. of days	Contract Type
1.	09/005/06A/003	Implementation of the Strategic Plan	To strategically analyse the Friendly Societies Division and Movement and position and project a Strategic Plan, Mission and Vision Statements for three years for the stakeholders.	N/A	completed	3 years duration	RFI	completed	Contract
2.	09/005/06A/003	Outsourcing of Consultant for Marketing and Rebranding	To engage a Marketing Consultant to assist the Friendly Societies and Lodges in Trinidad and Tobago with marketing and branding strategies, communication and promotion so as to increase membership and further the mandate of growth and expansion of the Friendly Societies Movement pursuant to the Friendly Societies Act Chapter: 32:50.	March, 2024	May, 2024	3 months	RFP	N/A	Purchase Order
3.	09/005/06A/003	Outsourcing of Consultant Re: Digitalization of FSD and the FSM	The FSD is proposing to purchase a building to accommodate the Office of the Registrar of Friendly Societies and will be outsourcing a Consultant to provide recommendations for the digitization of the FSD and the FSM.	December, 2023	March, 2024	Ongoing	Facilitated internally	Submitted to PS for	N/A

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