

THE MILITARY-LED ACADEMIC TRAINING (MiLAT) PROGRAMME ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2023-2024

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
01	Solid Waste Disposal	To supply One (1) only 12 ³ Yd Bin and dispose of solid waste from the MiLAT Compound	N/A	November 2023 to October 2024	12 Month	RFQ	10 days	Purchase Order
02	Rental of Feminine Bins	Supply and service Five (5) Feminine Sanitary disposal Bins at MiLAT	01 October 2023	30 October 2023 to September 2024	12 Month	RFQ	10 days	Purchase Order
03	Supply and delivery of Medical Supplies.	<i>Medical supplies are needed to outfit the Medical Inspection Room with the necessary medication, and accessories to administer First responders' treatment to the Cadets when necessary.</i>	October 2023	September 2024	12 Month	RFQ	10 days	Purchase Order

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04	Maintenance of Vehicle	<i>The upkeep of the program's existing vehicles which will cover SUV's, Busses, Ambulance, Trucks and Double Cabs. This includes the purchase of Tires, and other vehicle parts to keep the program vehicles road worthy and in preparation for insurance and inspection at the Licensing Office</i>	October 2023	September 2024	12 months	RFQ	N/A	Service Level Agreement
05	Academic Award ceremony	<i>To encourage, motivate and praise outstanding performances and achievements by the Cadets in their CSEC / O'Level accomplishments.</i>	25 November 2023	30 December 2023	10 Days	RFQ	N/A	Purchase Order
06	Public Relations/promotional Items/ Career Days.	<i>This will Cover Promotional items, Pens, pencils, mugs, Banners etc (Monthly occurrences).</i>	25 October 2023	30 November 2023	35 days	RFQ	N/A	Service Level Agreement

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07	Purchase of Clothing for Intake 2301.	<i>This purchase is to outfit the intake and replace unserviceable items of the previous intake. This entails the purchase of Uniform, boots, bedding, towel, socks, and all other items required to properly out the Cadets and prepare them for training.</i>	25 October 2023	30 November 2023	1 Month	RFQ	N/A	Purchase Order
08	Supply and delivery of Office Stationery Supplies.	<i>These items of Stationaries are required by the Academic department and the Academy. These items are to conduct classes and for the day to day operations at MiLAT..</i>	October 2023	September 2024	12 months	RFQ	N/A	Purchase Order
09	Supply and Delivery of Books for Academics.	<i>These books are necessary for the conduct of academic classes</i>	25 October 2023	30 November 2023	1 Month	RFQ	N/A	Purchase Order

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10	Repair and Maintenance –Building	(Building). <i>Dormitory, Classrooms, Admin Building, container Offices, Gym, Bulk stores etc</i>	25 October 2023	25 November 2023	1 Month	RFQ	N/A	Purchase Order
11	Materials and Supplies.	<i>Accessories for machines, and to carry our repairs to, Plumbing, electrical, AC Units.</i>	25 October 2023	15 November 2023	01 Month	RFQ	N/A	Purchase Order
12	Supply and Delivery of Artesian Tools and Equipment.	<i>To outfit the Maintenance department with various tools and Equipment to efficiently and effectively conduct the needed maintenance works at the Academy</i>	25 October 2023`	30 November, 2023	1 Month	RFQ	N/A	Purchase Order
13	Supply and Delivery of Bulk Gas (LPG):	<i>Monthly usage = 1600 gallons, annual usage approximately 20,000 gallons. The annual purchase is necessary for a drawdown of stock. This is to evade price increases and to prevent occurrence or a no fuel, scenario.</i>	25 October 2023	20 November 2023	1 Month	RFQ	N/A	Purchase Order

APPENDIX A

THE MILITARY-LED ACADEMIC TRAINING (MiLAT) PROGRAMME ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES 2023-2024

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14	Electricity (12 Months)	Electrical power supply for Buildings occupied by MiLAT	01 October 2023	30 September, 2024	12 Month	N/A	N/A	Invoice Order
15	TSTT (12 Month)	Telecommunication services	01 October 2023	30 September 2024	12 Month	N/A	N/A	Invoice Order
16	Vehicle Rental.	<i>To cover rental period of 12 Month (Massy Motors)</i>	01 October 2023	30 September 2024	12 Month	RFQ	N/A	Purchase Order

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17	Repair, Maintenance and System Upgrade.	Upgrade to network and ICT infrastructure, to improve the digital capabilities of the Programme , Repairs to Generators, Air Condition Units, Kitchen equipment	01 November 2023	30 November 2023	1 Month	RFQ	N/A	Purchase Order
18	Supply and delivery of Ration	The daily rate per Cadet is estimated at \$65.00 per day for 3 meals for approximately 210 cadets. This involves procuring meats, peas, rice, oils, juices, vegetable and fruits etc. and all other supplementary items required to provide all the above-mentioned meals .	November 2023	October 2024	12 Months	RFQ	N/A	Purchase Order
19	Supply and delivery of Office Equipment (Minor Equipment) :	Paper Guillotine, Paper HD Shredder, Spiral Binder machine, Calculators, adding Machines.	15 November 2023	31 December 2023	1 month 15 Days	RFQ	N/A	Purchase Order

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23	Annual End of Year Staff workshop and Review of 2023.	To show appreciation to the members of staff at the MiLAT Programme for the year 2023. i. Food Catering ii. Venue iii. Decorations iv. DJ/ PA Services v. Tokens	20 November 2023	19 December 2023	30 Days	RFQ	N/A	Purchase Order
24	Janitorial Services.	This is necessary for the Cleanliness of the Offices, Classrooms, Dining Hall, Toilets etc.	01 November 2023	31 October, 2024	12 Month	RFQ	N/A	12 months Service Level Agreement
25	Supply and Delivery of Other Minor Equipment:	<i>These are</i> necessary items for the day to day running of the Milat Programme, String Trimmers, Pole Pruner, Hand Blower, Refrigerators, Drug Testing Machine, Hot Plate, Sewing Machine, Desktop & Laptop computers, Line conditioners, Multifunction printers/copiers.	01 December 2023	31 December 2023	1 Month	RFQ	N/A	Purchase Order
26	Supply and Delivery of Cleaning Supplies:	These items are required to clean areas not covered by the Janitorial service.	December 2023	November 2024	12 Months	RFQ	N/A	Purchase Order

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27	Supply and Delivery of Minor Equipment:	This is necessary to facilitate the effective and efficient running of the Programme Eg. Messing Equipment, Office Equipment, Maintenance Equipment, Air-condition and Refrigeration etc	10 January 2024	30 January 2024	20 days	RFQ	N/A	Purchase Order
28	MiLAT Calypso Competition:	Observance of Culture, encouraging friendly competition amongst the cadets. PA/Sound System, Décor, Prizes etc	25 January 2024	06 February 2024	12 Days	RFQ	N/A	Purchase Order
29	MiLAT Sports and Family Day	This requires the purchase of Uniforms, Food Items, Soft/ Energy Drinks, Medals, Trophies and Novelty prizes, DJ Rental etc.	01 March 2024	01 April 2024	1 Month	RFQ	N/A	Purchase Order
30	Shouter Baptiste and Liberation Day:	Cultural / Religious Observance to Provide Decorations and PA System, Décor.	10 March 2024	25 March 2024	15 Days	RFQ	N/A	Purchase Order

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31	Eid-ul-Fitr Celebrations.	Cultural / Religious Observance to Provide Decorations and PA System, Décor.	01 April 2024	30 April 2024	To Be Announced	RFQ	N/A	Purchase Order
32	Graduation Ceremony for Intake 2201:	Cadets Graduation ceremony, this will recognize/commemorate the successful completion of the Cadet's Two (2) year Training Period. To supply i. Venue ii. Décor iii. Food and Refreshments iv. PA/Sound System v. Awards vi. Certificates	01 July 2024	31 August 2024`	2 months	RFQ	N/A	Purchase Order

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DEVELOPMENT PROJECTS

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01	Supply and Delivery of Two (2) Double Cab Pickups.	<i>This is to replenish the MiLAT Programme fleet of vehicles which has been depleted. It will also increase the transport capabilities when required to transport the Cadet to and from designated points. Duration of 3 months is given to facilitate all relevant processes. (Tender, Select the supplier, approvals, allocations/releases purchase Orders and Delivery</i>	20 October 2023	20 January 2023	3 Months	RFP	10 days	Purchase Order
02	Supply and Delivery of one (1) 30-Seater CNG Bus.	<i>This is to replenish the MiLAT Programme fleet of vehicles which has been depleted. It will also increase the transport capabilities when conducting the organization's business activities for the efficient co-ordination of the Programme. Duration of 3 months is given to facilitate all relevant processes. (Tender, Select the supplier, approvals, allocations/releases</i>	01 December 2023	01 March 2023	3 Months	RFP	10 days	Purchase Order

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03	Supply and Deliver Hydroponics and Aquaponics System.	<i>This is introducing the Cadets to agriculture and the aspects of sustainable developments and creating environment friendly methods of Agriculture.</i>	15 October 2023	15 November 2023	1 Month	RFP	10 days	Purchase Order