

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Culture- 441 Policy Development and Administration

FISCAL YEAR: 2025

EXPENDITURE CATEGORY: RECURRENT

TYPE OF PROCUREMENT: GOODS

[illegible]

	6243	ACQUISITION OF JANITORIAL AND CLEANING SUPPLIES: The sum caters for the sanitization fo a healthy work envirnment and routine cleaning of the Ministry's Head Office Building. This includes Lysol sprays, Detol, bleach, Harpic, bright bowl, Paper towels, etc.	5,500		OT	01/02/2025	31/12/2025			2,367	1,200	1,200	933

Prepared By:
MINISTER OF CULTURE
YOUTH & SPORT
[Signature]

Approved by:
[Signature]
PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

Name of Agency (e.g Ministry of Health)
Fiscal Year the Plan is being prepared for. (e.g 2020)
Category of Expenditure. (e.g Capital or Current)
Type of Procurement. (e.g Goods, Services, Works Consultancy)

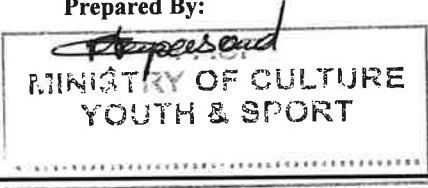
	General Guidance
	All activities on the template must be numbered. (e.g 1,2,3...)
	Reference each procurement activity according to the appropriate programme.
	All entries must include a Budget Line-item as per the GoG Chart of Accounts. (e.g 6211) selected from the drop-down menu provided on the form.
	A brief activity description must be included for each activity. (e.g. Purchase of a vehicle; Cleaning and fumigation services)
	Estimate the cost of each procurement activity as per the Budget Estimate for both Government and Donor funded projects.
	Select from the drop-down menu the proposed procurement method.
	Identify the proposed start date and end date for the procurement process; Date of publication/solicitation and date of contract award. The date format to be used is (dd/mm/year).
	The duration of the contract (i.e start to end) should be included by months. (e.g 6 months, 12 months, 36 months)
	For each activity, the sum proposed to be expended by quarter should be included in the appropriate quarter.
	Indicate the status for each procurement activity from the drop-down menu. In-progress represents roll over projects, while Pending represents new activities.
	Add any additional comments to support the planned activity.

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Culture- 441 Policy Development and Administration
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: RECURRENT
TYPE OF PROCUREMENT: WORKS

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Govt	Donor		Start	End		Q1	Q2	Q3	Q4
	6242	MAINTENANCE OF BUILDING: This sum caters for Plumbing upgrading & Maintenance - Head Office Building.	4,500		RFQ	01/02/2025	31/12/2025		1,300	1,200	1,200	1,000
		MAINTENANCE OF BUILDING: This sum caters for painting of external walls-Permanent Secretary's Office	4,000		RFQ	01/03/2025	30/09/2025		2,000		2,000	
		MAINTENANCE OF BUILDING: This sum caters for Repairs and Upgrading of Kitchenette	4,600		RFQ	01/03/2025	30/06/2025			4,600		
		MAINTENANCE OF BUILDING: This sum caters for Electrical upgrading & Maintenance	4,500		RFQ	01/01/2025	31/12/2025		1,200	1,200	1,100	1,000
	6255	MAINTENANCE OF OTHER INFRASTRUCTURE: This allocation caters for the weeding and cleaning of compound and landscaping of lawn on a monthly basis at Head Office and Carifesta Sports Complex.	2,500		RFQ	01/01/2025	31/12/2025		625	625	625	625
		MAINTENANCE OF OTHER INFRASTRUCTURE: This allocation caters for the Raising of walkway- Head Office.	1,500		RFQ	01/01/2025	30/06/2025			1,500		
		MAINTENANCE OF OTHER INFRASTRUCTURE: This allocation caters for the repairs to fence - Head Office	1,500		RFQ	01/03/2025	30/06/2025			1,500		
		MAINTENANCE OF OTHER INFRASTRUCTURE: This allocation caters for the Pruning of trees- Head Office	1,000		RFQ	01/01/2025	31/12/2025		250	250	250	250

Prepared By:



Approved by:

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Name of Agency (e.g Ministry of Health)
Fiscal Year the Plan is being prepared for. (e.g 2020)
Category of Expenditure. (e.g Capital or Current)
Type of Procurement. (e.g Goods, Services, Works Consultancy)

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APPENDIX A: PROCUREMENT PLAN ¹

AGENCY NAME: Ministry of Culture, Youth & Culture- 441 Policy Development and Administration

FISCAL YEAR: 2025

EXPENDITURE CATEGORY: RECURRENT

TYPE OF PROCUREMENT: SERVICES

[illegible]

[illegible]

		NATIONAL AND OTHER EVENTS: The sum caters for the launch, admin support and participation in Mashramani 2025, Independence celebrations and emancipation and the involvement with all national events and giving supports to the less fortunate eg donations and trophies	25,000			01/02/2025	31/12/2025		20,000		5,000	
		The sum caters for the Decoration of Buildings- Mashramani & Independence	2,500			01/04/2025	31/12/2025		1,200	1,200		
		The sum caters for the hosting of Diwali Programme.	1,500			01/04/2025	31/12/2025					1,500
		The sum caters for the hosting of Phagwah Celebrations.	3,000			01/04/2025	04/31/2025		3,000			
		The sum caters for the hosting of Easter Programme.	2,000			03/04/2025	31/05/2025			2,000		
		The sum caters for the Ministry's participation in Labour Parade.	1,900			16/04/2025	31/05/2025			1,900		
		The sum caters for Arrival Day	2,500			01/05/2025	31/05/2025			2,500		
		The sum caters for the Amerindian Heritage Month Celebrations.	1,900			01/09/2025	31/09/2025				1,900	
		The sum caters for the hosting of Christams Programme.	4,700			12/01/2025	31/12/2025					4,700
	6293	REFRESHMENT & MEALS: This will caters for meals and refreshments for nine (9) Departments under this Programme.	4,426			01/0/2025	31/12/2025		1,000	1,426	1,000	1,000
	6294	OTHER SERVICES: The sum caters for acquiring trophies, financial support to staff members in time of need (breavement) wreaths and sympathy cards.	1,200		RFQ	01/01/2025	31/12/2025		750		450	
		The sum caters for payment of stipend to study students GTI	800		RFQ	08/01/2025	30/06/2025			800		
		The sum caters for the payment of Stipend for persons working at National events.	1,000			01/04/2025	31/12/2025			1,000		
		The sum caters for Minister outreaches at Easter and Christmas season (kites, gifts, etc.)	500			01/04/2025	30/04/2025		500			
		Consultancy for Strategic Plan	1,500			01/04/2025	31/12/2025			750	750	

	6302	TRAINING (INCLUDING SCHOLARSHIPS): The sum caters for upgrading of staff in various areas such as Janitorial training, Business Studies, Customer Service Representation & Information Technology training and Logistics Management & Leadership training for all staff members of the Ministry.	2,000			02/04/2025	31/12/2025			1,000	1,000	
	6311	RATES & TAXES: This will caters for rates and taxes for Head Office and Carifesta Buildings	3,028			08/01/2025	30/06/2025			3,028		

Prepared By:
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Theresa Anderson
MINISTER OF CULTURE
YOUTH & SPORT

Approved by:

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Name of Agency (e.g Ministry of Health)
Fiscal Year the Plan is being prepared for. (e.g 2020)
Category of Expenditure. (e.g Capital or Current)
Type of Procurement. (e.g Goods, Services, Works Consultancy)

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME:	Ministry of Culture, Youth & Culture- 441 Policy Development and Administration
FISCAL YEAR:	2025
EXPENDITURE CATEGORY:	Capital (2506600)
TYPE OF PROCUREMENT:	Goods

[illegible]

Prepared By: Thapana

Approved by: 

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME:	Ministry of Culture, Youth & Culture- 441 Policy Development and Administration
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FISCAL YEAR: 2025

EXPENDITURE CATEGORY: Capital (1205700)

TYPE OF PROCUREMENT: Works[illegible]

Prepared By:

PAS
MINISTRY OF CULTURE
YOUTH & SPORT

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Approved by:

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PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

Name of Agency (e.g Ministry of Health)
Fiscal Year the Plan is being prepared for. (e.g 2020)
Category of Expenditure. (e.g Capital or Current)
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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE, YOUTH AND SPORT 442 CULTURE

FISCAL YEAR: 2025

EXPENDITURE CATEGORY: CAPITAL

TYPE OF PROCUREMENT: FURNITURE AND EQUIPMENT

Project Code 2)	Chart of Account Code 3)	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
FURNITURE AND EQUIPMENT												
		ROLLOVER										
2506600	442	Supply of equipment and digitization of archival records at the National Archives	24,514,000		RFQ	2/5/2025	3/31/2025	12	9,976,000	9,976,000	2,281,000	2,281,000
		NEW										
2506600	442	1 4-drawer filing cabinet	95,000		RFQ	2/5/2025	3/31/2025	2	95,000			
2506600	442	2 1500w APC battery back-up	80,000		RFQ	2/5/2025	3/31/2025	2	80,000			
2506600	442	3 APC Power strips	45,000		RFQ	2/5/2025	3/31/2025	2	45,000			
2506600	442	1 Laptop Computer	250,000		RFQ	2/5/2025	3/31/2025	2	250,000			
2506600	442	1 Printer	210,256		RFQ	2/5/2025	3/31/2025	2	210,256			
2506600	442	1 AC Unit 20-ton	8,500,000		RFQ	2/5/2025	6/31/2025	5		4,250,000	4,250,000	
2506600	442	2 Submersible water pumps	500,000		RFQ	2/5/2025	3/31/2025	2	500,000			
2506600	442	1 60,000 BTU AC unit for the Holding Room	1,100,000		RFQ	2/5/2025	3/31/2025	2	1,100,000			
2506600	442	1 36,000BTU AC Units for the Conference Room & New Annex	425,000		RFQ	2/5/2025	3/31/2025	2	425,000			
2506600	442	17 Reading Room Chairs	120,000		RFQ	2/5/2025	3/31/2025	2	120,000			

2506600	442	2 36,000BTU AC unit	800,000		RFQ	2/5/2025	3/31/2025	2	800,000			
2506600	442	1 Industrial Vacuum	170,000		RFQ	2/5/2025	3/31/2025	2	170,000			
2506600	442	Guest Chairs	100,000		RFQ	2/5/2025	3/31/2025	2	100,000			
2506600	442	1 2-1-1 Suite	140,000		RFQ	2/5/2025	3/31/2025	2	140,000			
2506600	442	1.Semi- Executive Office chair	50,000		RFQ	2/5/2025	3/31/2025	2	50,000			
2506600	442	1 Executive Office Chair	90,000		RFQ	2/5/2025	3/31/2025	2	90,000			
2506600	442	1 Executive Office Desk	100,000		RFQ	2/5/2025	3/31/2025	2	100,000			
2506600	442	2 4-drawer filing cabinets	240,000		RFQ	2/5/2025	3/31/2025	2	240,000			
2506600	442	Supply and Installation of Air Conditioning Unit (1 18000BTU \$221,000, 3 -24000BTU-\$293,000 each)	1,100,000		RFQ	2/5/2025	5/31/2025	4	1,100,000			
2506600	442	1 Weeding Machine	160,000		RFQ	2/5/2025	3/31/2025	2	160,000			
2506600	442	1 Backpack Blower	130,000		RFQ	2/5/2025	3/31/2025	2	130,000			
2506600	442	1 Executive Chair	160,000		RFQ	2/5/2025	3/31/2025	2	160,000			
2506600	442	3 Benches	360,000		RFQ	2/5/2025	3/31/2025	2	360,000			
2506600	442	1 Table for Benab	150,000		RFQ	2/5/2025	3/31/2025	2	150,000			
2506600	442	1 Suite	300,000		RFQ	2/5/2025	3/31/2025	2	300,000			
2506600	442	4 Standing Fans for Archive	100,000		RFQ	2/5/2025	3/31/2025	2	100,000			
2506600	442	4 Office chairs (Typist)	240,000		RFQ	2/5/2025	3/31/2025	2	240,000			
2506600	442	1 Lockers	350,000		RFQ	2/5/2025	3/31/2025	2	350,000			
2506600	442	1 Projector	120,000		RFQ	2/5/2025	3/31/2025	2	120,000			
2506600	442	2 4-drawer filing cabinets	180,000		RFQ	2/5/2025	3/31/2025	2	180,000			
2506600	442	1 Executive Chair	90,000		RFQ	2/5/2025	3/31/2025	2	90,000			
2506600	442	1 AC Unit (24,000 BTU)	290,000		RFQ	2/5/2025	3/31/2025	2	290,000			
2506600	442	2 Electric Floor Polishers	330,000		RFQ	2/5/2025	3/31/2025	2	330,000			
2506600	442	1 Backpack Blower	130,000		RFQ	2/5/2025	3/31/2025	2	130,000			
2506600	442	1 Semi-executive Chair	72,000,		RFQ	2/5/2025	3/31/2025	2	72,000,			
2506600	442	3 Office desks (6-drawer)	204,000,		RFQ	2/5/2025	3/31/2025	2	204,000,			
2506600	442	1Auto feed shredder	34,000,		RFQ	2/5/2025	3/31/2025	2	34,000,			
2506600	442	3 Back up batteries	150,000		RFQ	2/5/2025	3/31/2025	2	150,000			
2506600	442	1 Microwave	23,000		RFQ	2/5/2025	3/31/2025	2	23,000			
2506600	442	24 Folding chairs	168,000		RFQ	2/5/2025	3/31/2025	2	168,000			
2506600	442	12 Visitors' chairs	108,000		RFQ	2/5/2025	3/31/2025	2	108,000			
2506600	442	1 Backpack Blower	130,000		RFQ	2/5/2025	3/31/2025	2	130,000			
2506600	442	2 Jewellery gravers (sets)	80,000		RFQ	2/5/2025	4/31/2025	3	80,000			

2506600	442	1 Gravers sharpening system (set)	100,000		RFQ	2/5/2025	4/31/2025	3	100,000			
2506600	442	1 Draw bench for jewellery	400,000		RFQ	2/5/2025	4/31/2025	3	400,000			
2506600	442	1 Screen printer	250,000		RFQ	2/5/2025	4/31/2025	3	250,000			
2506600	442	5 Shoe lasts (assorted sizes)	200,000		RFQ	2/5/2025	3/31/2025	2	200,000			
2506600	442	2 Portable fume extractors	250,000		RFQ	2/5/2025	4/31/2025	3	250,000			
2506600	442	12 Combination chairs	300,000		RFQ	2/5/2025	3/31/2025	2	300,000			
2506600	442	1 Heavy duty hand truck	80,000		RFQ	2/5/2025	3/31/2025	2	80,000			
2506600	442	1 Track lights and track (set of 48)	100,000		RFQ	2/5/2025	4/31/2025	3	100,000			
2506600	442	2 Sculpture tools (sets)	200,000		RFQ	2/5/2025	4/31/2025	3	200,000			
2506600	442	4 Folding tables	80,000		RFQ	2/5/2025	3/31/2025	2	80,000			
2506600	442	5 Jewellery display-cases (assorted sizes)	250,000		RFQ	2/5/2025	3/31/2025	2	250,000			
2506600	442	12 Upright Easel	240,000		RFQ	2/5/2025	3/31/2025	2	240,000			
2506600	442	Instruments - Guitars (50), Keyboards (100), traditional instruments (50 tassa, african drums etc.)	30,000,000		RFQ	2/5/2025	7/31/2025	6	15,000,000	15,000,000		
2506600	442	1 Chair Suite	150,000		RFQ	2/5/2025	3/31/2025	2	150,000			
2506600	442	2 Film Production Camera	1,000,000		RFQ	2/5/2025	3/31/2025	2	1,000,000			
2506600	442	1 High Quality Laptop	500,000		RFQ	2/5/2025	3/31/2025	2	500,000			
2506600	442	5 Purchase of desktop computers	1,218,500		RFQ	2/5/2025	3/31/2025	2	1,218,500			
2506600	442	1 Purchase of a projector	193,000		RFQ	2/5/2025	3/31/2025	2	193,000			
2506600	442	1 Purchase of heavy-duty colour printer	1,870,000		RFQ	2/5/2025	3/31/2025	2	1,870,000			
2506600	442	1 Purchase of a water dispenser	89,000		RFQ	2/5/2025	3/31/2025	2	89,000			
2506600	442	2 Purchase of swivel chairs	111,244		RFQ	2/5/2025	3/31/2025	2	111,244			
2506600	442	1 Purchase of a paper shredder	40,000		RFQ	2/5/2025	3/31/2025	2	40,000			
BUILDINGS												
		ROLL OVER										
1205700	442	Design and supervision services for the construction of a museum	10,824,000		RFQ	1/3/2025	12/31/2025	12	2,706,000	2,706,000	2,706,000	2,706,000
1205700	442	Design and supervision services for the construction of an art gallery	10,824,000		RFQ	1/3/2025	12/31/2025	12	2,706,000	2,706,000	2,706,000	2,706,000
1205700	442	Construction of a digital recording studio	30,067,000		RFQ	3/3/2025	10/31/2025	7	3,006,700	15,000,000	10,000,000	2,060,300
1205700	442	Construction of a digital recording studio	34,649,000		RFQ	3/3/2025	10/31/2025	7	3,006,700	15,000,000	10,000,000	2,060,300

1205700	442	Construction of a digital recording studio	32,676,000		RFQ	3/3/2025	10/31/2025	7	3,267,600	15,000,000	10,000,000	2,060,300
		NEW PROJECTS										
		DOC Admin										
1205700	442	Construction of a new museum	500,000,000		RFQ	4/3/2025	12/31/2025	12	125,000,000	125,000,000	125,000,000	125,000,000
1205700	442	Construction of a new art Gallery	500,000,000		RFQ	4/3/2025	12/31/2025	12	125,000,000	125,000,000	125,000,000	125,000,000
1205700	442	Rehabilitation of façade of building	11,620,000		RFQ	4/3/2024	8/28/2025	3	1,162,000	5,000,000	4,296,000	1,162,000
1205700	442	New trestle and new filtration system	4,000,000		RFQ	4/3/2024	5/31/2025	2		3,600,000		400,000
1205700	442	Construction of a trestle and supply of water tanks	1,700,000		RFQ	4/3/2024	5/31/2025	2		1,530,000		170,000
1205700	442	Fort Kyk Over Al Upgrade	8,000,000		RFQ	5/7/2025	9/30/2025	4		5,000,000	2,200,000	800,000
1205700	442	Fort Zeelandia Upgrade and Restoration	9,000,000		RFQ	4/3/2025	9/31/2025	6		6,000,000	2,100,000	900,000
1205700	442	Dutch Heritage Museum Enhancement	6,000,000		RFQ	7/3/2025	12/31/2025	5			5,400,000	600,000
1205700	442	Enmore Martyrs Monument Upgrade	13,000,000		RFQ	4/3/2025	8/31/2025	5		5,000,000	7,700,000	1,300,000
1205700	442	St. Peter's Church Upgrade	14,640,000		RFQ	4/3/2025	10/31/2025	5		6,000,000	7,180,000	1,460,000
1205700	442	Non-Aligned Monument Upgrade	3,000,000		RFQ	5/3/2025	6/30/2025	2		2,700,000		300,000
1205700	442	Rose Hall Monument Upgrade	2,000,000		RFQ	5/3/2025	6/30/2025	2		1,800,000		200,000
1205700	442	Rehabilitation of the African Liberation Monument	8,000,000		RFQ	4/3/2025	8/31/2025	5		4,000,000	3,200,000	800,000
TOTAL			1,200,000									


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Date Programme Manager

Please type data DIRECTLY onto this form

Notes:

- Form Header should include Name of the Agency (e.g. Ministry of Finance), Fiscal Year the Plan is being prepared (e.g. 2022), Category of Expenditure (e.g. Current or Capital), Type of Procurement. (Goods, Services, Works, Consultancy).
- Appropriate project code for capital procurement activity.

Ministry of Culture Youth & Sport
Office of the Director of Culture
Sir 
Date: 02/13/2025

.....

Head of Budget Agency
PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

- 3) Chart of Accounts code for recurrent procurement activities.
- 4) The Procurement Methods include Open Tender (OT), Restricted Tender (RT), Request for Quotation (RFQ), Request for Proposal (RFP), Single Source (SS), Community Participation (CP), and Shopping (SH).
- 5) For the procurement process the start date should be the date the procurement is advertised, or quotation/proposal requested while the end date should be the date the contract is expected to be awarded.

APPENDIX A: PROCUREMENT PLAN

AGENCY NAME: MINISTRY OF CULTURE, YOUTH AND SPORT 442 CULTURE

FISCAL YEAR: 2025

EXPENDITURE CATEGORY: RECURRENT

TYPE OF PROCUREMENT: GOODS, WORKS & SERVICES

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
442	6221	Drugs and Medical Supplies	1,300,000		RFQ	1/2/2025	12/31/2025	12	300,000	400,000	300,000	300,000
442	6222	Field Materials and Supplies	8,000,000		RFQ	1/2/2025	12/31/2025	12	1,500,000	3,000,000	2,500,000	1,000,000
442	6223	Office Materials and Supplies	6,000,000		RFQ	1/2/2025	12/31/2025	12	2,000,000	1,500,000	1,500,000	1,000,000
442	6224	Print and Non-Print Materials	4,800,000		RFQ	1/2/2025	12/31/2025	12	1,000,000	1,500,000	1,500,000	800,000
442	6231	Fuel and Lubricants	3,216,380		RFQ	1/2/2025	12/31/2025	12	804,000	804,000	804,000	804,000
442	6243	Janitorial and Cleaning Supplies	10,000,000		RFQ	1/2/2025	12/31/2025	12	2,783,488	2,405,504	2,405,504	2,405,504
442	6261	Local travel and subsistence	10,500,000		RFQ	1/2/2025	12/31/2025	12	2,625,000	2,625,000	2,625,000	2,625,000
442	6264	Vehicle Spares and maintenance	3,450,000		RFQ	1/2/2025	12/31/2025	12	862,500	862,500	862,500	862,500
442	6265	Rental of boats/bridge toll other services	600,000		RFQ	1/2/2025	12/31/2025	12	150,000	150,000	150,000	150,000
442	6271	Telephone charges	10,056,000		SS	1/2/2025	12/31/2025	12	2,514,000	2,514,000	2,514,000	2,514,000
442	6272	Electricity charges	30,000,000		SS	1/2/2025	12/31/2025	12	7,500,000	7,500,000	7,500,000	7,500,000
442	6273	Water charges	7,083,000		SS	1/2/2025	12/31/2025	12	1,770,750	1,770,750	1,770,750	1,770,750
442	6281	Security charges	86,519,000		OT	1/2/2025	12/31/2025	12	21,629,750	21,629,750	21,629,750	21,629,750
442	6282	Maintenance of equipment	9,000,000		RFQ	1/2/2025	12/31/2025	12	2,500,000	2,500,000	2,500,000	1,500,000

442	6283	Cleaning and Extermination services	8,000,000		RFQ	1/2/2025	12/31/2025	12	2,000,000	2,000,000	2,000,000	2,000,000
442	6284	Payment of part-time instructors for ICA, payment of ushers for events, payment for rental of equipment for events, for services to construct uniforms, costumes and curtains	201,000,000		RFQ	1/2/2025	12/31/2025	12	61,000,000	50,000,000	70,000,000	20,000,000
442	6291	Procurement of services for hosting national events	380,000,000		RFQ	1/2/2025	12/31/2025	12	100,000,000	100,000,000	100,000,000	80,000,000
442	6293	Procurement of services for the supply of refreshment and meals for meetings and events	1,500,000		RFQ	1/2/2025	12/31/2025	12	375,000	375,000	375,000	375,000
442	6294	Engagement of volunteers' services for the Department, payment for the creation of a national registry of artists and for sign boards for the units	122,900,000		RFQ	1/2/2025	12/31/2025	12	5,725,000	5,725,000	105,725,000	5,725,000
		UMANA YANA										
442	6242	Repairs to the roof as the troolie leaves are coming apart and developing holes	3,000,000		RFQ	4/3/2025	6/30/2025	3		3,000,000		
442	6242	Extension of the storeroom	1,000,000		RFQ	3/2/2025	3/30/2025	1	1,000,000			
442	6242	Routine plumbing and electrical maintenance	200,000		RFQ	1/2/2025	12/31/2025	12	50,000	50,000	50,000	50,000
		NATIONAL CULTURAL CENTRE										
442	6242	Repairs to the roof and ceiling	6,000,000		RFQ	3/3/2025	5/30/2025	3	4,000,000	2,000,000		
442	6242	Critical repairs to the plumbing system and washroom facilities of the Centre	8,000,000		RFQ	3/3/2025	6/30/2025	4	4,000,000	2,000,000		
442	6242	Replacement of the raised tiles on the floor of the drama school	2,000,000		RFQ	7/3/2025	8/30/2025	2			2,000,000	
442	6242	Repairs to the windows in the Drama School	1,000,000		RFQ	7/3/2025	7/30/2025	1			1,000,000	
442	6242	Electrical & Plumbing maintenance works, servicing of glass panels, repairs to doors etc	3,000,000		RFQ	4/3/2025	6/30/2025	3		1,500,000	1,500,000	

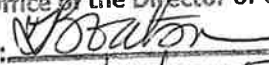
442	6242	Repairs to countertop/cupboards in the box office	300,000		RFQ	3/2/2025	3/30/2025	1		300,000		
442	6242	Half yearly professional cleaning of terrazzo floor, facades	6,000,000		RFQ	1/2/2025	12/31/2025	12	3,000,000		3,000,000	
		NATIONAL ARCHIVES										
442	6242	Servicing of roof main building	1,250,000		RFQ	3/2/2025	3/30/2025	1		1,250,000		
442	6242	Research room making new cubicles and internal painting second floor	2,250,000		RFQ	4/3/2025	6/30/2025	3		2,250,000		
442	6242	To replace 4 doors Annexe 2 and main buildings	700,000		RFQ	3/2/2025	3/30/2025	1	700,000			
442	6242	Routine plumbing maintenance	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
442	6242	Routine electrical maintenance	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
442	6242	To replace and install all 15 external security lights on 3 buildings	600,000		RFQ	3/2/2025	3/30/2025	1	600,000			
442	6242	Repair and replace shelves in Annex 1	1,500,000		RFQ	4/4/2025	4/30/2025	1		1,500,000		125,000
		GUYANA NATIONAL MUSEUM										
442	6242	Washing and painting of internal and external walls	6,000,000		RFQ	4/3/2025	6/30/2025	3		4,000,000	2,000,000	
442	6242	Repairs and replacement of windows in the Map room	2,000,000		RFQ	4/3/2025	6/30/2025	3		2,000,000		
442	6242	Routine electrical maintenance	300,000		RFQ	1/2/2025	12/31/2025	12	75,000	75,000	75,000	75,000
442	6242	Routine plumbing maintenance	300,000		RFQ	1/2/2025	12/31/2025	12	75,000	75,000	75,000	75,000
		WALTER ROTH MUSEUM OF ANTHROPOLOGY										
442	6242	Repairs to Windows	1,500,000		RFQ	4/4/2025	4/30/2025	1		1,500,000		
442	6242	Repairs to the northern side of the museum	1,250,000		RFQ	4/4/2025	4/30/2025	1		1,250,000		
442	6242	Routine plumbing	300,000		RFQ	1/2/2025	12/31/2025	12	75,000	75,000	75,000	75,000
		MUSEUM OF AFRICAN HERITAGE										
442	6242	Repairs to the leaking roof	2,500,000		RFQ	3/3/2025	5/30/2025	3		2,500,000		
442	6242	Routine electrical maintenance	300,000		RFQ	1/2/2025	12/31/2025	12	75,000	75,000	75,000	75,000
442	6242	Routine plumbing maintenance	300,000		RFQ	1/2/2025	12/31/2025	12	75,000	75,000	75,000	75,000
		NATIONAL SCHOOL OF DANCE										

442	6242	Repairs, service to roof and walls of Studio 2	3,000,000		RFQ	3/3/2025	5/30/2025	3	1,500,000	1,500,000		
442	6242	Plumbing and electrical maintenance	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
442	6242	Provisional sum for unforeseen works	100,000		RFQ	1/2/2025	12/31/2025	12	50,000		50,000.00	
		ER. BURROWES SCHOOL OF ART										
442	6242	Repairs to walls casting room, Sculpture Dept.	2,500,000		RFQ	3/3/2025	4/30/2025	2	250,000	2,250,000		
442	6242	Repairs to 7 toilets	200,000		RFQ	3/3/2025	3/31/2025	1	200,000			
442	6242	Installation of cupboards, Leather Dept.	700,000		RFQ	3/3/2025	3/31/2025	1	700,000			
442	6242	Installation of 6 electric outlets, Leather Dept.	240,000		RFQ	3/3/2025	3/31/2025	1	240,000			
442	6242	Routine electrical maintenance	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
442	6242	Routine plumbing maintenance	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
		NATIONAL DANCE COMPANY										
442	6242	Routine plumbing and electrical maintenance	250,000		RFQ	1/2/2025	12/31/2025	12	62,500	62,500	62,500	62,500
		NATIONAL SCHOOL OF MUSIC										
442	6242	Routine plumbing and electrical maintenance	1,500,000		RFQ	1/2/2025	12/31/2025	12	375,000	375,000	375,000	375,000
		NATIONAL ARCHIVES										
442	6255	Weeding of Compound	1,000,000		RFQ	1/2/2025	12/31/2025	12	250,000	250,000	250,000	250,000
442	6255	Quarterly trimming of trees	1,000,000		RFQ	1/2/2025	12/31/2025	12	250,000	250,000	250,000	250,000
442	6255	Landscaping of compound	1,300,000		RFQ	1/2/2025	12/31/2025	12	325,000	325,000	325,000	325,000
442	6255	Casting concrete base and walkway, generator room	1,200,000		RFQ	4/4/2025	4/30/2025			1,200,000		
442	6255	Extension of internal walkway	900,000		RFQ	4/4/2025	4/30/2025			900,000		
442	6255	Repairs to sign board	440,000		OT	4/4/2025	4/30/2025			3,000,000		
		GUYANA NATIONAL MUSEUM										
442	6255	Monthly weeding	960,000		RFQ	1/2/2025	12/31/2025	12	240,000	240,000	240,000	240,000
442	6255	Trimming & pruning of trees/plants	1,000,000		RFQ	1/2/2025	12/31/2025	12	250,000	250,000	250,000	250,000
442	6255	Landscaping of the compound	1,070,000		RFQ	4/4/2025	4/30/2025	1		1,070,000		

442	6255	Repairs to western & southern gates	1,000,000		RFQ	4/4/2025	4/30/2025	1		1,000,000		
		WALTER ROTH MUSEUM OF ANTHROPOLOGY										
442	6255	Landscaping of the compound	500,000		RFQ	1/2/2025	12/31/2025	12	250,000		250,000	
442	6255	Trimming of trees	250,000		RFQ	1/2/2025	12/31/2025	12	125,000		125,000	
442	6255	Repairs to benab	1,000,000		RFQ	3/3/2025	4/30/2025	1	1,000,000			
442	6255	Replacing damaged water sprinklers	1,000,000		RFQ	3/3/2025	4/30/2025	1	1,000,000			
		MUSEUM OF AFRICAN HERITAGE										
442	6255	Weeding and Cleaning of compound	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
442	6255	Pruning and maintenance of plants in the compound	500,000		RFQ	1/2/2025	12/31/2025	12	125,000	125,000	125,000	125,000
		UMANA YANA										
442	6255	Weeding and Cleaning of compound	1,200,000		RFQ	1/2/2025	12/31/2025	12	300,000	300,000	300,000	300,000
442	6255	Quarterly trimming of trees	1,000,000		RFQ	1/2/2025	12/31/2025	12	250,000	250,000	250,000	250,000
		NATIONAL CULTURAL CENTRE										
442	6255	Weeding of compound	3,000,000		RFQ	1/2/2025	12/31/2025	12	750,000	750,000	750,000	750,000
442	6255	Trimming & pruning of trees/plants	1,300,000		RFQ	1/2/2025	12/31/2025	12	325,000	325,000	325,000	325,000
		E R BURROWES SCHOOL OF ART										
442	6255	Weeding and cleaning of compound	1,380,000		RFQ	1/2/2025	12/31/2025	12	345,000	345,000	345,000	345,000
442	6255	Installation of iron grill on the eastern fence	1,000,000		RFQ	03/03/2025	4/30/2025	12	500,000	500,000		
		NATIONAL SCHOOL OF DANCE										
442	6255	Weeding & Maintenance of Compound	1,700,000		RFQ	1/2/2025	12/31/2025	12	425,000	425,000	425,000	425,000
442	6255	Trimming of trees	1,000,000		RFQ	1/2/2025	12/31/2025	12	250,000	250,000	250,000	250,000
442	6255	Repairs to 2 outdoor washrooms	1,600,000		RFQ	3/2/2025	6/31/2025	3	700,000	9,000,000		
		NATIONAL SCHOOL OF MUSIC										
442	6255	Weeding of Compound	1,200,000		RFQ	1/2/2025	12/31/2025	12	300,000	300,000	300,000	300,000

Ministry of Culture Youth & Sport

Office of the Director of Culture

Sig: 

Date: 02/13/2025

02/13/2025

Date



Programme Manager

Date



Head of Budget Agency
PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

Please type data DIRECTLY onto this form

Notes:

- 1) Form Header should include Name of the Agency (e.g. Ministry of Finance), Fiscal Year the Plan is being prepared (e.g. 2022), Category of Expenditure (e.g. Current or Capital), Type of Procurement. (Goods, Services, Works, Consultancy).
- 2) Appropriate project code for capital procurement activity.
- 3) Chart of Accounts code for recurrent procurement activities.
- 4) The Procurement Methods include Open Tender (OT), Restricted Tender (RT), Request for Quotation (RFQ), Request for Proposal (RFP), Single Source (SS), Community Participation (CP), and Shopping (SH).
- 5) For the procurement process the start date should be the date the procurement is advertised, or quotation/proposal requested while the end date should be the date the contract is expected to be awarded.

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE YOUTH AND SPORT -NATIONAL TRUST
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CURRENT
TYPE OF PROCUREMENT: CONSULTANCY, GOODS, WORKS AND SERVICES

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
442	6284	Consultancy for Technical services for design and supervision of all civil works (6242, 6255)	2,880.00		RFQ	January	December		720	720	720	720
442	6221	Purchase of drugs for first aid kit	15.00		RFQ	April	June			15		
442	6222	Purchase of field supplies for the maintenance dept	300.00		RFQ	January	December		75	75	75	75
442	6223	Purchase of office materials & supplies	1,643.00		RFQ	April	September		0	547	548	548
442	6231	Purchase of fuel for vehicles PSS 172, PAB 844 and brush cutters	1,416.00		SS	January	December		354	354	354	354
442	6243	Purchase of Janitorial supplies	602.00		RFQ	April	September			301	301	
442	6261	Meals for staff traveling out of town on official duties	960.00		SS	January	December		240	240	240	240

		PRINT AND NON-PRINT (PUBLICATIONS)										
442	6224	Updating and reprinting 2500 copies of Places of Interest Booklet	5,000.00		RFQ	July	September				5,000	
442	6224	Updating and reprinting 2000 copies of Monuments Preservation Guidelines	3,500.00		RFQ	July	September				3,500	
442	6224	Printing and Installation of wooden Heritage Plaques (internal) for national and listed monuments/sites: Parliament Building, Hand-in-Hand, Christ Church, St. Bartholomew's Anglican Church, Providence Temple, GO INVEST, St. Peter's Church.	300.00		RFQ	April	June			300		
442	6224	Production of new and improved interpretive information signs for five (10) heritage sites namely High Court, Indian Arrival Monument, 1763 Monument, Fort Zeelandia, Providence Temple, Sir James Douglas, Jagan Memorial, Fort Nassau, Rose Hall Memorial, and St. Peter's Church	3,500.00		RFQ	July	September				3,500	
442	6242	Dutch Heritage Museum and Fort Zeelandia										
442	6242	General maintenance and repairs to buildings	3,000.00		OT	April	October			1,000	1,000	1,000
442	6242	Repairing solar system for functional lights, switches, etc	1,000.00		OT	April	October				500	500
442	6242	Indian Arrival Monument										
442	6242	General maintenance and repairs to buildings	6,000.00		OT	April	October			2,000	2,000	2,000
442	6242	National Trust of Guyana										
442	6242	General maintenance and repairs to buildings	6,000.00		OT	April	October			2,000	2,000	2,000
442	6242	Light House, Water Street, Kingston, Georgetown										
442	6242	General maintenance and repairs to structure	3,500.00		OT	April	October			1,166	1,167	1,167

442	6255	1763 Monument, Georgetown										
442	6255	Site maintenance: Scope - Weeding, clearing of compound, trench and walkways, pressure washing of all walkways and surface areas, routine repairs and repainting of facilities including benches, signage, structures, pruning of trees, washing, cleaning and refilling of fountain, clearing and removal of all garbage from the site daily	4,000.00		OT	January	December		1,000	1,000	1,000	1,000
442	6255	1823 Monument										
442	6255	Site maintenance: Scope - Weeding, clearing, pressure washing of walkways, repairs and repainting of facilities, removal of garbage daily, polishing bronze sculpture, repairs to lights and plumbing	3,500.00		OT	January	December		875	875	875	875
442	6255	Cleaning and waxing of bronze statue and plaque	500.00		RFQ	April	October				500	
442	6255	Dutch Heritage Museum & Fort Zeelandia										
442	6255	Site Maintenance - Scope - Weeding and clearing vegetation and debris from the Museum and Fort Zeelandia complex, Allow for the cleaning of debris in concrete drains around the museum & fort complex, including removal of weeds, garbage, moss, and sand buildup, etc.	4,000.00		OT	January	December		1,000	1,000	1,000	1,000
442	6255	Fort Kyk-Over Al										
442	6255	Site maintenance: Scope - Weed and clear the entire site of all vegetation and debris/garbage 2 times per week and cart away materials.	2,500.00		OT	January	December		625	625	625	625
442	6255	Indian Arrival Monument Palmyra										

442	6255	Site maintenance - scope - weed and clear site of all vegetation and debris/garbage and remove from site 3 times per week, cleaning of trench to the main road of vegetation and debris and remove from site.	5,000.00		OT	January	December		1,250	1,250	1,250	1,250
442	6255	Cleaning and waxing of bronze statues	500.00		RFQ	April	October				500	
442	6255	Non-Aligned Monument			RFQ							
442	6255	Site maintenance: Scope - Weed and clear the site of all vegetation and debris/garbage and cart away materials, including the entire complex/grounds, northern, southern, and eastern parapets.	2,700.00		OT	January	December		675	675	675	675
442	6255	Cleaning and waxing of busts and bronze areas	300.00		RFQ	April	October				300	
442	6255	Enmore Martyrs Monument										
442	6255	Site maintenance - Scope - weed and clear site of all vegetation and debris/garbage and cart away materials from the site, including the entire compound, northern parapets (both sides of the trench), and eastern parapet.	4,000.00		OT	January	December		1,000	1,000	1,000	1,000
442	6255	Rose Hall Martyrs Memorial, Canje, Berbice										
442	6255	Site Maintenance - scope - weed and clear site from all grass, vegetation, and cart away debris, clear fence from vines and vegetation, sweep and clear monument and sanitary areas.	3,500.00		OT	January	December		875	875	875	875
442	6255	Cubana Monument										
442	6255	Site Maintenance: Weeding, pressuring, and cleaning of walkways, steps, plaque, flag poles and fountain	2,000.00		OT	April	October		500	500	500	500

442	6255	Sir James Douglas Monument										
442	6255	Site Maintenance weeding clearing, repairing, and repainting of all areas of the site including benches and fence	1,000.00		OT	January	December		250	250	250	250
442	6255	Walter Rodney Memorials - Tomb and Memorial										
442	6255	Sites Maintenance - scope - weeding, clearing, and cleaning of the tomb in Le Repented and memorial at Hadfield St locations, careful power washing of walkways.	2,500.00		OT	January	December		625	625	625	625
442	6255	Emancipation Monument										
442	6255	Site Maintenance - scope - weeding, clearing, and cleaning of the compound, cleaning of monument base, signs, drains/trench, flag pole, and fence.	1,200.00		OT	January	December		300	300	300	300
442	6255	Devonshire Castle Monument										
442	6255	Repairs to Monument	300.00		RFQ	April	October				300	
442	6255	Cenotaph										
442	6255	Cleaning and repainting for the Anniversary event	800.00		RFQ	April	October				800	
442	6255	1823 Demerara Revolt Memorial										
442	6255	Site maintenance - weeding, clearing, and cleaning of complex and memorial	600.00		RFQ	January	December		150	150	150	150
442	6255	Ruimveldt Massacre Memorial										
442	6255	Site maintenance - weeding, clearing, and cleaning of complex and memorial	500.00		RFQ	January	December		125	125	125	125
442	6255	Damon's Cross										
442	6255	Repairs to monument	200.00		RFQ	July	October				200	

442	6255	Burnham Mausoleum and Seven Pond Monument										
442	6255	Cleaning and waxing of bronze tombs and sculpture	300.00		RFQ	April	October			0	300	
442	6264	Repairs & service of vehicle PSS 172 & PAB 844	1,200.00		SS	Jan	Dec		300	300	300	300
442	6265	Boat and taxi cost for staff traveling on official duties	2,080.00		SS	Jan	Dec		520	520	520	520
442	6271	Telephone	237.00		SS	Jan	Dec		59	59	59	60
442	6271	Internet	135.00		SS	Jan	Dec		33	33	34	34
442	6272	Electricity charges	300.00		SS	Jan	Dec		75	75	75	75
442	6273	Water charges	1,396.00		SS	Jan	Dec		349	349	349	349
442	6281	Security charges	51,000.00		SS	Jan	Dec		12,750	12,750	12,750	12,750
442	6282	Equipment Maintenance	1,459.00		RFQ	Jan	Dec		365	365	364	365
442	6283	Cleaning and Extermination Services	2,294.00		RFQ	Jan	Dec		573	573	574	574
442	6293	Meals and Refreshments	750.00		SS	Jan	Dec		188	188	187	187
442	6294	Other Operating Expenses	1,226.00		SS	Jan	Dec		306	306	307	307
442	6294	Advertisements for public tenders (Department of Public Information)	4,500.00		SS	Jan	Dec		500	1,000	2,500	500
Total			146,093.00						26,657.00	34,486.00	51,074.00	33,875.00

2025/2/7
Date

Ramdyal
Programme Manager

Chief Executive Officer
National Trust of Guyana

Date

[Signature]
Head of Budget Agency

Please type data DIRECTLY onto this form

Notes:

- 1) Form Header should include Name of the Agency (e.g. Ministry of Finance), Fiscal Year the Plan is being prepared (e.g. 2022), Category of Expenditure (e.g. Current or Capital), Type of Procurement. (Goods, Services, Works, Consultancy).
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PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

APPENDIX A: PROCUREMENT PLAN ¹⁾

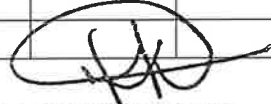
AGENCY NAME: MINISTRY OF CULTURE, YOUTH & SPORT-443 YOUTH
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CAPITAL
TYPE OF PROCUREMENT: GOODS

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
443	1800400	Acquisition of 15-seater bus	\$7,000			January	December	12 months		\$7,000		
		9000 BTU Air Conditioning Units & Installation	\$1,200			January	December	12 months	\$1,200			
		12000 BTU Air Conditioning Units & Installation	\$1,200			January	December	12 months	\$1,200			
		Industrial Oven (coal)	\$1,500			January	December	12 months	\$1,500			
		200 Watt Floodlights	\$1,350			January	December	12 months	\$1,350			
		PA System	\$400			January	December	12 months	\$ 400			
		Desk Top Computers	\$2,000			January	December	12 months	\$ 2,000			
		L-Shaped Office Desk	\$150						\$ 150			
		Portable 110/220 Volts Gas/Gasoline, Electric Start 14500+ Peak Watt Generator	\$1,700						\$1,700			
		Industrial Dust Collector with Canister Filter 1-1/2 HP Wall/Floor Mounted	\$2,500						\$2,500			
		Heavy Duty Photocopier Machine (AIO coloured)	\$4,500						\$4,500			
		19 Seater RZ Pitbull	\$7,000							\$7,000		
Total			\$30,500						\$ 16,500	\$ 14,000		

Date

MINISTRY OF CULTURE, YOUTH
JES. Singh
Programme Manager

Date



Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE, YOUTH & SPORT-443 YOUTH
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CAPITAL
TYPE OF PROCUREMENT: WORKS

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
443	1800400	Upgrading of Lecture Hall, Male and Female Dormitories, Kitchen and dining areas at Madewini Camp Site	\$80,000						\$15,000	\$35,000	\$22,000	\$8,000
		Upgrading Electrical System	\$10,000						\$4,000	\$5,000		\$1,000
		Upgrading of Electrical System at the Training Building	\$10,000						\$4,000	\$5,000		\$1,000
		Rehabilitation of Fence at Black Bush Polder Youth Friendly Space	\$10,000							\$9,000	1000	
		Upgrading of Small Auditorium	\$9,000							\$8,100	\$900	
		Upgrading Training Building Auditorium	\$8,000							\$7,200	\$800	
		Transformer	\$5,000							\$4,000	\$1,000	
		Installation of Elevator for Persons With Disability	\$2,500						\$2,250		\$250	
Total			\$ 134,500						\$25,250	\$73,300	\$25,950	\$10,000

Date

Programme Manager

Date

Head of Budget Agency

Please type data DIRECTLY onto this form

Notes:

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- 3) Chart of Accounts code for recurrent procurement activities.
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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE, YOUTH & SPORT- 443 YOUTH
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CURRENT
TYPE OF PROCUREMENT: WORKS

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6242	Purchase of plumbing, carpentry, plumbing and electrical materials	\$3,000,000		RFQ	January	December	12 months	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
	6242	Minor repairs to the female dormitory	\$ 3,000,000		RFQ	January	December	3 months	\$1,000,000	\$2,000,000		\$1,000,000
	6242	Minor repairs to the dining area and kitchen	\$ 3,000,000		RFQ	January	December	3 months	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
	6242	Minor repairs to the Staff Apartments- A1	\$ 1,000,000		RFQ	January	December	3 months	\$1,000,000			\$1,000,000
	6242	Minor repairs to the Staff Apartments- A2	\$ 1,500,000		SS	January	December	3 months		\$1,500,000		
	6242	Minor repairs to the Staff Apartments- A3	\$ 2,500,000		RFQ	January	December	3 months		\$1,500,000	\$1,000,000	
	6242	Minor repairs to the Guest House - C15	\$ 1,500,000		RFQ	January	December	3 months		\$1,500,000		
	6242	Minor repairs to the Staff Accommodation- C18	\$ 1,500,000		RFQ	January	December	3 months	\$1,000,000	\$500,000		\$1,000,000
	6242	Minor repairs to the Mess Hall - B7	\$ 2,500,000								\$2,500,000	
	6242	Minor repairs to the Female Dormitory - B8	\$ 1,500,000								\$1,500,000	
	6242	Minor repairs to the Male Dormitory - B9	\$ 1,500,000								\$1,500,000	

	6242	Minor repairs to the Male Dormitory - B10	\$ 1,500,000								\$1,500,000	
	6242	Minor repairs to the female dormitory	\$ 1,000,000						\$1,000,000			\$1,000,000
	6242	Minor repairs to the male dormitory	\$ 1,000,000						\$1,000,000			\$1,000,000
	6242	Minor repairs to the training building	\$ 1,000,000							\$1,000,000		
	6242	Minor repairs to Roof	\$ 280,000		RFQ	January	December	3 months	\$280,000			\$280,000
	6242	Minor repairs to Floor, Walls and Ceiling	\$2,220,000						\$2,220,000			\$2,220,000
	6242	Minor Repairs to of Eastern Shed	\$500,000						\$500,000			\$500,000
	6251	Resurfacing of internal roads.	\$7,400,000		OT	January	December	3 months		\$7,400,000		
	6253	Maintenance of External Drainages SFDC & Vryman's Erven Training Centre	\$ 1,000,000		RFQ	January	December	12 months		\$1,000,000		
	6253	Weeding dam and cleaning of external drains Georgetown Training Centre	\$ 2,000,000		RFQ	January	December	12 months	\$2,000,000			
	6253	Drainage & Irrigation –Madewini Training Centre	\$ 1,000,000		RFQ	January	December		\$1,000,000			
	6253	Drainage & Irrigation -Den Amstel	\$ 1,000,000		RFQ	January	December			\$1,000,000		
	6253	Drainage & Irrigation -Coldingen	\$1,500,000		RFQ	January	December	12 months			\$1,500,000	
	6255	Weeding of compound and cleaning of building at Belle West Youth Friendly Space (Monthly).	288,000		RFQ	January	December	12 months	\$100,000	\$100,000	\$88,000	
	6255	Weeding of compound and cleaning of building exterior at # 58 Youth Friendly Space (Monthly).	288,000		RFQ	January	December	12 months	\$100,000	\$100,000	\$88,000	
	6255	Weeding of compound and cleaning of building at Black Bush Polder Youth Friendly Space (Monthly).	288,000		RFQ	January	December	12 months	\$100,000	\$100,000	\$88,000	
	6255	Weeding of compound and cleaning of Madewini Training Centre Compound (Quarterly).	680,000		RFQ	January	December	12 months	\$200,000	\$200,000	\$148,000	\$132,000
	6255	Weeding of compound and cleaning of building at Weldaad Youth Friendly Space (Monthly).	288,000						\$100,000	\$100,000	\$88,000	
	6255	Weeding of compound and cleaning of building at KKTC (Quarterly)	2,668,000						\$900,000	\$900,000		\$868,000
	6255	Kuru-Kuru Training Centre - Repairs to Leaking Overhead Water Tanks	2,500,000								\$2,500,000	

	6255	Repairs to fence inclusive of gates	2,500,000							\$2,500,000		
	6255	Re-inforce existing Septic System	500,000		RFQ	January	December	12 months				\$500,000
	6255	Re-inforce existing toilet roof, doors and repainting of walls	500,000		RFQ	January	December	12 months	\$500,000			
	6255	Repairs to Northern and Southern Fence	2,500,000		OT	January	December	3 months	\$1,000,000			\$1,500,000
Total			\$56,900,000									

13/02/2025
Date

S. Singh
Programme Manager

Date

Head of Budget Agency

Please type data DIRECTLY onto this form

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

- Notes:**
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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE, YOUTH & SPORT-443 YOUTH
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CURRENT
TYPE OF PROCUREMENT: GOODS

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6221	Purchase of Medical Supplies: The allocated sum caters for the purchase of medical supplies, First Aid Kits and OTC drugs for staff members of the Youth Secretariat, Youth Officers in Regions 1, 2, 3, 4, 5, 6, 8, 10, VACS, PYARG for Expeditions, students and staff at KKTC, STC and VETC	\$1,800,000		RFQ	January	December	12 months	\$400,000	\$600,000	\$600,000	\$200,000
	6222	Purchase of Field Materials: The sum caters for the acquisition of PPE for staff members while conducting field work such as monitoring and evaluation, assessment of projects and outreach meetings. Purchase of tools and materials to aid PYARG, VACS and other community based projects	\$17,000,000		RFQ	January	December	12 months	\$4,000,000	\$6,000,000	\$6,000,000	\$1,000,000
	6223	Purchase Office Materials: This allocation includes such things as purchase of stationery supplies for Youth Admin, PYARG, YEST Centres (KKTC, GTC and VETC).	\$11,000,000		RFQ	January	December	12 months	\$3,248,000	\$4,000,000	\$3,000,000	\$752,000
	6231	Acquisition of Fuel And Lubricants: The allocated sum caters for purchase of fuel and lubricants for Youth Admin, PYARG & YEST Centres (KKTC, GTC and VETC). The Department has 9 vehicles that are used for tours, national & other events, administrative	\$12,115,000		SS	January	December	12 months	\$3,000,000	\$4,500,000	\$3,000,000	\$1,615,000

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: MINISTRY OF CULTURE, YOUTH & SPORT-443 YOUTH
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: CURRENT
TYPE OF PROCUREMENT: SERVICES

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6224	Print and Non Print: This allocation includes such things as printing of certificates for training centres, printing of invitation for bids, purchase of newspaper, printing of manuals, examination scripts, flyers, banners, and brochures for the Department's activities.	\$10,000,000		RFQ	January	December		\$3,000,000	\$4,000,000	\$2,500,000	\$500,000
	6261	Local Travel And Subsistence: The allocated sum caters for outreach meetings, especially in the far-flung areas such as Regions 1, 7, 8 and 9, monitoring and evaluation exercises for all training programmes and site visits to the youth choice buildings across the Ten Administrative Regions.	\$11,500,000		RFQ	January	December		\$2,500,000	3,000,000	3,000,000	3,000,000
	6263	Postage, Telex And Cablegrams: The allocated sum caters for effective communication within all regions. The increase will facilitate the posting of test scripts to the various regions and the posting of acceptance letters to students desirous of attending KKTC, STC and VETC.	\$200,000		RFQ	January	December		\$100,000		\$100,000	

	6264	Vehicle Spares And Service –The allocated sum caters for vehicle spares and accessories and quarterly servicing for the Department’s 9 vehicles: 1 Car (PSS 7872), 1 ATV, 1 Bus (PLL 2054), 1 -30 seater Bus (PWW 4095), 1 -15 seater Bus (PHH 6707), 1 Car (PPP1499), 1 Tractor (P 21766), 1 - 26 Seater Bus (PKK 5398), and 1 Pick-Up (PVV5687).	\$6,000,000		RFQ	January	December	\$1,500,000	1,500,000	1,500,000	1,500,000	\$1,500,000
	6265	Other Transport, Travel And Postage: The allocated sum caters for the transportation of bulky materials such as furniture, equipment and other large materials to regional Youth Offices. Chartering of boats, and planes for regional outreaches-transporting of items purchased.	\$5,000,000		SS	January	December	\$1,500,000	1,500,000	1,500,000	500,000	\$1,500,000
	6271	Telephone Charges – The allocated sum will be used to offset telephone charges for eighteen (18) landlines, one (1) cellular phone, and thirteen (13) internet services and to purchase phone cards for Youth Officers.	\$6,500,000		RFQ	January	December	\$2,000,000	1,500,000	1,500,000	1,500,000	\$2,000,000
	6272	Electricity Charges - The allocated sum caters for electricity charges for the Youth Secretariat, 5 Youth Friendly spaces and 3 training centres.	\$40,000,000		RFQ	January	December	\$10,000,000	15,000,000	12,000,000	3,000,000	\$10,000,000
	6273	Water charges - The allocated sum caters for Youth Admin, PYARG, Youth Friendly spaces, Kuru-Kuru Training Centre, Sophia Training Centre and Vryman's Erven Training Centre	\$5,555,000		RFQ	January	December	\$1,055,000	1,500,000	1,500,000	1,500,000	\$1,055,000
	6281	Security Charges: The allocated sum caters for security services at Youth Secretariat, 5 Youth Friendly spaces and 3 training centres.	\$90,076,000		RFQ	January	December	\$22,572,655	22,501,116	22,501,116	22,501,113	\$22,572,655
	6282	Equipment Maintenance: The sum caters for the maintenance of Heavy Duty Training Tools for the three (3) YEST	\$8,500,000		OT	January	December	\$2,100,000	2,400,000	2,400,000	1,600,000	\$2,100,000

		Centres (Spot Welding Machines, Grinder, Band Saw, etc) purchased under the DOY.										
	6283	Cleaning And Extermination The allocated sum will be used to for cleaning of additional buildings, Pest control treatment, Sanitary Disposal Services, sanitation services, soap dispensers. - Youth Secretariat, Den Amstel Training Centre, Coldingen Training Centre, Kuru-Kuru Training Centre, Vryman's Erven/Smythfield Training Centre and Georgetown Training Centre.	\$8,500,000		RFQ	January	December	\$2,200,000	2,100,000	2,100,000	2,100,000	\$2,200,000
	6284	Other Goods And Services Purchased: The allocation caters for services such as maintenance of existing IT services, rental of skip bins, tents, chairs etc for training programmes and national events, Bank charges for wire transfer, Advertisement for Tenders, digitization of curriculums for the YEST Centres and Professional Services for development of Tracer Studies.	\$10,500,000		RFQ	January	December	\$3,024,000	4,500,000	2,500,000	476,000	\$3,024,000
	6291	The allocated sum caters for the hosting of events, such as: Youth Science Fair-7000 Youths- 26M National Youth Award- 200 Youths-3M National Youth Week-1000-4M Observance of International Youth Day-500 youths-3M World AIDS Day- 200 youth- 3M Observance of International Youth Workers Week-200 youths-2M Observance of International Volunteers' Day- 200-3M Edutainment-200-2M Observance of all National and religious Holidays-1M PYARG Award Ceremony-3M YEST-National and other events-9M YEST Graduation Ceremony -6M A total of (KKTC-325, VETC-325 and GTC-325) students will be graduating. The cost	\$70,000,000		RFQ	January	December		\$18,000,000	\$27,000,000	18,000,000	7,000,000

		also caters for the purchase of graduation gowns, hats , Trophies, etc.										
	6294	<p>This allocation includes such things as students and volunteers' stipends, uniforms for YEST, Part-Time Lecturers, students and T-shirts for PYARG Volunteers:</p> <ul style="list-style-type: none"> -5 Coordinators paid a stipend of \$80,000 each per month are tasked with the planning and execution of Youth Service Programs -100 Apprentices will be attached to the private sector for two months. -150 volunteers to be paid a stipend of \$7000 for one day per month to provide community service for forty ground enhancement projects. -10 Youth volunteers attached to the DoY paid a stipend of \$80,000 each per month. -Donate trophies, plaques, medals, etc. to youth organizations. -Conducting of Bronze, Silver, and Gold Expeditions for youths across the region. -Stipend Payment for students -Purchase of seedlings and fertilizer -Air Fare for Hinterland Trainees -Purchase of curtains, mats, and accessories -Payment for Part-time lecturers- 10 lecturers @ 15 hours per week*4 weeks * 12 months for VETC. 	\$90,000,000		RFQ	January	December		\$21,840,000	\$30,000,000	30,000,000	8,160,000
	6302	<p>The sum caters for training programmes for youths under the five units, Youth Secretariat, PYARG, KKTC, GTC and VETC:</p> <ul style="list-style-type: none"> YEST Skill Training CTVET Training Financial Literacy Regional Volunteer Apprenticeship Support (VACS) Programme Training Coding Trainer of Trainers for Youths Robotics Training Youth Futsal Training Trainer of Trainers PYARG Training of Camp Leaders Life Skills Training Mental Health Training Occupational Health & Safety Training Supervisory Management 	\$308,000,000		RFQ	January	December		\$94,783,350	\$90,000,000	90,000,000	33,216,650

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – Multipurpose Sports Facilities
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Services

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		Consultancy Construction of Stands in Region #2 - Anna Regina	1634		OT	1/1/2025	31/6/2025	6	817	817		
		Supervision Services - Construction of Spectators Stand & Player's Pavillion Region 2	6000		OT	1/1/2025	31/6/2025	6	3000	3000		
		Consultancy Construction of Stands in Region #10 MacKenzie	7150		OT	1/1/2025	31/6/2025	6	3575	3575		
		Supervision Services - Construction of spectators Stand & Players Pavillion Region 10	6000		OT	1/1/2025	31/6/2025	6	3000	3000		
Total			20,784									

Date

Please type data DIRECTLY onto this form

Notes:

PROGRAMME MANAGER
PROGRAMME 4.1
SPORT
Programme Manager
Date:

Date

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – Multipurpose Sports Facilities
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Works

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		ANNA REGINA										
		Construction of Stand - Region # 2 - Anna Regina	11,108		OT	1/1/2025	31/9/2025	9	5000	5000	1108	
		Construction of Spectator Stands - Anna Regina	10,961		OT	1/1/2025	31/9/2025	9	1262	1262	1262	
		Construction of Grass Mound - Anna Regina	11,293		OT	1/1/2025	31/9/2025	9	5000	5000	1293	
		Construction of Players' Pavilion-Anna Regina	102,029		OT	1/1/2025	31/9/2025	9	45,000	45,000	12,029	
		Construction of Fence	15,270		OT	1/1/2025	31/9/2025	9	7000	7000	1270	
		Construction of Sight Screen and Media Centre	24,285		OT	1/1/2025	31/9/2025	9	10,000	10,000	4285	
		Construction of Covered Concrete Drain and Bridge	24,233		OT	1/1/2025	31/9/2025	9	10,000	10,000	4233	
		Construction of Open Concrete Drain	6860		OT	1/1/2025	31/6/2025	6	4000	2860		
		Construction of Timber Revetment	2697		OT	1/1/2025	31/3/2025	3	2697			

	Ancillary Works -Lot 1-Concrete Paving & Micro Drainage	17,660		OT	1/1/2025	31/9/2025	9	7000	7000	3660	
	Ancillary Works -Lot 2-Concrete Paving & Micro Drainage	18,618		OT	1/1/2025	31/9/2025	9	8000	8000	2618	
	Ancillary Works -Lot 3-Concrete Paving & Micro Drainage	18,544		OT	1/1/2025	31/9/2025	9	8000	8000	2544	
	Ancillary Works -Lot 4-Concrete Paving & Micro Drainage	17,995		OT	1/1/2025	31/9/2025	9	7000	7000	3995	
	McKenzie										
	Construction of Fence	36,398		OT	1/1/2025	31/9/2025	9	15,000	15,000	6398	
	Construction of Parking Lot	69,245		OT	1/1/2025	31/9/2025	9	30,000	30,000	9245	
	Construction of sight screen and Media Centre	74,728		OT	1/1/2025	31/9/2025	9	35,000	35,000	4728	
	Construction of Stand in Region #10 - Mc Kenzie	10,390		OT	1/1/2025	31/9/2025	9	4000	4000	2390	
	Construction of Spectator Stand in Region 10 - Mc Kenzie	10,866		OT	1/1/2025	31/9/2025	9	4000	4000	2866	
	Construction of Grass Mound- Mc Kenzie	6380		OT	1/1/2025	31/9/2025	9	2500	2500	1380	
	Construction of Players' Pavilion - Mc Kenzie	14,395		OT	1/1/2025	31/9/2025	9	6000	6000	2395	
	Anna Regina:										
	Construction of Generator Huts (2)	15,000		OT	1/1/2025	31/6/2025	6	7500	7500		
	MacKenzie:										
	Construction of Two (2) Guard Huts	8000		OT	1/1/2025	31/6/2025	6	4000	4000		
Total		526,955									

Date

Sign:

Programme Manager

Date

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

Please type data **DIRECTLY** onto this form

Notes:

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APPENDIX A: PROCUREMENT PLAN

AGENCY NAME: Ministry of Culture, Youth & Sport – 444 Sport
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Recurrent
TYPE OF PROCUREMENT: Goods

Project Code 2)	Chart of Account Code 3)	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award)		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6221	Purchase of medical supplies for staff at the National Track & Field Centre, Guyana National Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Stadium, National Aquatic Centre, Colgrain Swimming Pool, Bayroc Track, Anna Regina Stadium and New Amsterdam Track - items include OTC drugs, Vitamin C and First Aid kits.	3500		RFQ	1/1/2025	31/12/2025	12	875	875	875	875
	6222	Purchase of gloves, long boots, rain gears for handy men, Groundsmen and Maintenance staff and Chemicals for pools and maintenance of the Playing Field at the following locations National Track & Field Centre, Guyana National Stadium, Kwakwani State House, Kwakwani Recreational Centre,	36,500		RFQ	1/1/2025	31/12/2025	12	9125	9125	9125	9125

		MacKenzie Stadium, National Aquatic Centre, Colgrain Swimming Pool, Bayroc Track, Anna Regina Stadium and New Amsterdam Track.										
	6223	Purchase of pens, papers, file folders, envelopes, rulers, pens, note pads and other stationary to carry out duties at National Track & Field Centre, Guyana National Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Stadium, National Aquatic Centre, Colgrain Swimming Pool, Bayroc Track, Anna Regina Stadium and New Amsterdam Track.	5000		RFQ	1/1/2025	31/12/2025	12	1250	1250	1250	1250
	6231	This line caters for the purchase of Fuel and Lubricants for vehicles and equipment follows: Track - 2 Tractors, 8 Brush cutters, 2 Pumps, 1 Canter and 3 lawnmowers, Fuel Tanks. Stadium - 2 Tractor, 1 Motor Vehicle, Generators, Generator Fuel Tanks, 2 Rollers.	7000		RFQ	1/1/2025	31/12/2025	12	1750	1750	1750	1750
	6243	Purchase of bleach, carpet deodorizer, jayes fluid, paper towels, bathroom tissue, disinfectant and fabuloso and other cleaning supplies for cleaning of National Track & Field Centre, Guyana National Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Stadium, National Aquatic Centre, Colgrain Swimming Pool, Bayroc Track, Anna Regina Stadium and New Amsterdam Track.	12,000		RFQ	1/1/2025	31/12/2025	12	3000	3000	3000	3000
Total			64,000									

Sign: 

Date: Programme Manager

Date

Head of Budget Agency

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PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – 444 Sport

FISCAL YEAR: 2025

EXPENDITURE CATEGORY: Recurrent

TYPE OF PROCUREMENT: Services

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6224	Photocopying, printing of documents and brochures, Advertisements, banners and IFBs for the Track, Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Sports Club, National Aquatic Centre, Colgrain Swimming Pool.	6700		RFQ	1/1/2025	31/12/2025	12	1675	1675	1675	1675
	6264	Repairs, purchase of accessories, spares and quarterly servicing of Vehicles at Track and Stadium. Track - 2 Tractors, 1 Motor Vehicle and 1 Canter. Stadium - 1 Tractor and 1 Motor Vehicle.	4100		RFQ	1/1/2025	31/12/2025	12	1025	1025	1025	1025
	6271	Payments of Telephone and Internet charges at Track, Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Sports Club,	3500		SS	1/1/2025	31/12/2025	12	875	875	875	875

		National Aquatic Centre and Colgrain Swimming Pool										
	6272	Payments of Electricity Charges for the Track, Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Sports Club, National Aquatic Centre and Colgrain Swimming Pool	34,600		SS	1/1/2025	31/12/2025	12	8650	8650	8650	8650
	6273	Payments of Water Charges at Track, Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Sports Club, National Aquatic Centre and Colgrain Swimming Pool	22,300		SS	1/1/2025	31/12/2025	12	5575	5575	5575	5575
	6281	Payments of Security Charges at Track, Stadium, Durban Park; Kwakwani State House, McKenzie Sports Club, Kwakwani Recreational Centre and Swimming Pools, D'Urban Park.	110,193		OT	1/1/2025	31/12/2025	12	27,549	27,548	27,548	27,548
	6282	Maintenance of Equipment: Track - 1 Grass Slasher, 6 Lawn Mower, 8 Brushcutters, 2 Weedicides, 2 Pumps. Stadium - 1 Water Hogs, 1 Lawn mower, 1 Land Roller, 1 John Deere Machine, 1 Motor Blower, Water pumps, 2 Pressure Washer, Elevators, Replay Screens. Swimming Pools - 2 Air Conditioning Units, Fire Extinguishers, Pumps.	17,000		RFQ	1/1/2025	31/12/2025	12	4250	4250	4250	4250
	6283	For payment of sanitation services, garbage collection, sanitact disposal services, soap dispenser services, fumigation and termite treatment at Track, Stadium, Kwakwani State House, Kwakwani Recreational Centre, MacKenzie Sports Club, National	15,100		RFQ	1/1/2025	31/12/2025	12	3775	3775	3775	3775

		Aquatic Centre, and Colgrain Swimming Pool.										
	6291	The preparation of National Track and Field Centre for the South American 10K	1500		RFQ	01/07/2024	31/09/2024	3			1500	
	6291	The preparation of National Track and Field Centre for the National Athletics Competition	1500		RFQ	01/07/2024	31/09/2024	3			1500	
	6291	The preparation of National Track and Field Centre for The Alian Pompey International Meet	5000		RFQ	01/07/2024	31/09/2024	3			5000	
	6291	The preparation of the Guyana National Stadium for CPL Cricket Tournament	5000		RFQ	01/07/2024	31/09/2024	3			5000	
	6291	The preparation of the Guyana National Stadium for International Cricket Tours	2500		RFQ	01/04/2024	31/06/2024	3		2500		
Total			228,993						53,374	55,873	66,373	53,373

Date

Please type data DIRECTLY onto this form

PROGRAMME MANAGER
PROGRAMME 4
SPORT
Programme Manager
Sign:
Date:

Date

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – Multipurpose Sports Facilities
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Goods

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		Supply and Installation of Air-condition Units for Players Pavilion and Media Centre	5000		OT	1/4/2025	31/6/2025	3		5000		
		Procurement of Cameras	1500		OT	1/1/2025	31/3/2025	3	1500			
		Procurement Perimetre Lights – Anna Regina	3000		OT	1/1/2025	31/3/2025	3	3000			
		Procurement and Installation of Electronic Scoreboard	50,000		OT	1/1/2025	31/6/2025	6	25,000	25,000		
		Supply and Installation of Water treatment System	10,000		OT	1/1/2025	31/3/2025	3	10,000			
		Procurement and Installation of Perimetre lights - McKenzie	3000		OT	1/1/2025	31/3/2025	3	3000			
Total			69,500									

Date

Programme Manager

Date

Head of Budget Agency

Please type data DIRECTLY onto this form

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – 444 Sport
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Recurrent
TYPE OF PROCUREMENT: Works

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6242	Maintenance to electrical system in main building@ NTFC	3500		RFQ	1/1/2025	31/12/2025	12	875	875	875	875
	6242	Repairs to washrooms in main building and stands @ NTFC	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
	6242	Repairs to roof of Main building@ NTFC	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
	6242	Repairs to tiles and windows in main building @ NTFC	2000		RFQ	1/1/2025	31/12/2025		500	500	500	500
	6242	Repairs to washrooms in stands, Players Pavillion, & Presidential Suite @ GNS	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6242	Repairs to lights around stands @ GNS	5000		RFQ	1/1/2025	31/12/2025	12	1250	1250	1250	1250
	6242	Repairs to Players changing room @ GNS	2500		RFQ	1/1/2025	31/12/2025	12	625	625	625	625
	6242	Repairs to roof of stands @ GNS	3500		RFQ	1/1/2025	31/12/2025	875	875	875	875	875
	6242	Repairs to roof of building @ KSH	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6242	Repairs flooring @ KSH	1000		RFQ	1/1/2025	31/12/2025					
	6242	Repairs to perimeter lights @ MSC	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250

	6242	Repairs to electrical system of building @ KRC	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6242	Repairs to electrical system and lights of main building @ N.A.C	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6242	Repairs to washrooms and showers @ NAC	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6242	Repairs to pump room @ NAC	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6242	Repairs to electrical system in pump room @ Col. Pool	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to washrooms and showers @ Col Pool	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to flooring and ceiling of main building @ Col Pool	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Repairs to Stands @ NTFC	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
	6255	Maintenance of walkways & Parking lot @ NTFC	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6255	Repairs to fence @ NTFC	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6255	Maintenance of playing field @ GNS	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6255	Maintenance of the VIP Car Park Areas @ GNS	2500		RFQ	1/1/2025	31/12/2025	12	625	625	625	625
	6255	Repairs to lights @ GNS	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
	6255	Maintenance of Walkways @ GNS	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Maintenance of water intake lines @ GNS	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6255	Weeding and maintenance of Compound and surrounding areas @ KSH	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and maintenance of Compound and surrounding areas @ McKenzie Stadium	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and maintenance of Compound and surrounding areas @ KRC	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and cleaning of compound and surrounding areas @ N.A.C	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and cleaning of compound and surrounding areas @ Col. Pool	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250

	6255	Electrical maintenance around pumps and pump room Col Pool	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6255	Sewerage maintenance @ Col Pool	1300		RFQ	1/1/2025	31/12/2025	12	325	325	325	325
	6255	5. Electrical maintenance around pumps and pump room NAC @	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6255	Sewerage maintenance @ NAC	1200		RFQ	1/1/2025	31/12/2025	12	300	300	300	300
	6255	Weeding and cleaning of Linden Track	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and cleaning of Anna Regina Stadium	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and cleaning of New Amsterdam Track	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6255	Weeding and cleaning of Palmyra Stadium	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
Total			68,500									

Date

Sign: Programme Manager

Date

Head of Budget Agency
PERMANENT SECRETARY
 Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Goods

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		Procurement of Generator Reg 10 Track	10,000		OT	1/4/2025	30/6/2025	3		10,000		
		Procurement and Installation of 2000 Bucket seats Reg 6 Track	50,000		SS	1/1/2025	30/6/2025	6	40,000	10,000		
		Procurement of 5000 seats	100,000		SS	1/1/2025	30/6/2025	6	80,000	20,000		
		Procurement and Installation of bucketseats CASH	45,000		SS	1/1/2025	30/6/2025	6	30,000	15,000		
		Procurement of generator CASH	15,000		OT	1/4/2025	30/6/2025	6		15,000		
		Procurement and Installation of FloodLights NTFC	140,000		SS	1/1/2025	30/9/2025	9	60,000	60,000	20,000	
		Procurement and Installation of bucketseats (for 4 stands) NTFC	99,876		SS	1/1/2025	30/6/2025	6	60,000	39,876		
		Purchase of Lights	20,000		RFQ	1/4/2025	30/6/2025	3		20,000		
		Purchase of Sports Gears	100,000		RFQ	1/4/2025	30/6/2025	3		100,000		
Total			579,876									

Date

Sign:

Programme Manager

Date:

Date

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Services

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		Consultancy for Stand at Bayroc - Retention Payment	715		OT	1/1/2025	1/6/2025		400	315		
		Consultancy Services for Multi-purpose Halls	1,000		OT	1/1/2025	1/6/2025		500	500		
		Consultancy Services for Multi-purpose Halls	1,060		OT	1/1/2025	1/6/2025		560	500		
		Consultancy Services for Multi-purpose Halls	1,200		OT	1/1/2025	1/6/2025		700	500		
		Consultancy Services Rehabilitation of CASH	1,182		OT	1/1/2025	1/6/2025		682	500		
		Design and Supervision - Ancillary Works at Anna Regina	3,700		OT	1/1/2025	1/6/2025		2500	1200		
		Consultancy Services for Supervision of Works GNS - Construction of Stand - Retention Payment	4,550		OT	1/1/2025	1/6/2025		2550	2000		
		Consultancy for Multi Purpose Halls	50,000		OT	1/1/2025	1/6/2025		30,000	20,000		
Total			63,407									

PROGRAMME MANAGER
PROGRAMME 4.1
SPORT
Sign: 
Date: Programme Manager

Date

Date



Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

Please type data DIRECTLY onto this form

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Capital
TYPE OF PROCUREMENT: Works

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
		Synthetic Track -Region No. 10:										
		Construction of Stand at Bayroc - Retention Payment	13,731		OT	1/1/2025	30/6/2025	6	10,000	3731		
		Construction of washrooms	11,102		OT	1/1/2025	30/6/2025	6	7000	4102		
		Construction of Driveway & Parking Lot- Retention Payment	5,713		OT	1/1/2025	30/6/2025	6	3000	2713		
		Construction of Fence Reg 10	26,485		OT	1/1/2025	30/6/2025	6	16,000	10,485		
		Synthetic Track- Region No. 6					30/6/2025					
		Asphalting of Synthetic Track Region No.6- Retention	9,511		OT	1/1/2025	30/6/2025	6	6000	3511		
		Construction of Fence Synthetic Track Region No.6	26,105		OT	1/1/2025	30/6/2025	6	16,000	10,105		
		Construction of Washrooms	11,548		OT	11/2025	30/6/2025	6	7000	4548		
		Multi - Purpose Halls					30/6/2025					
		Construction of Multi-Purpose Hall - Region #1 Mabaruma - Retention Payment	8,862		OT	1/1/2025	30/6/2025	6	5000	3862		

	Construction of Multi-Purpose Hall - Region #8 Mahadia - Retention Payment	8,711		OT	1/1/2025	30/6/2025	6	5000	3711		
	Construction of Multi-Purpose Hall - Region #3 - Retention Payment	8,567		OT	1/1/2025	30/6/2025	6	5000	3567		
	Construction of Multi-Purpose Hall - Region #7 - Retention Payment	7,973		OT	1/1/2025	30/9/2025	9	4000	3973		
	Completion of Multi-purpose Hall - Region 1 (electrical, plumbing, washrooms/lockers, rubberized floors)	99,325		OT	1/1/2025	30/9/2025	9	40,000	35,000	24,325	
	Completion of Multi-purpose Hall - Region 3 (electrical, plumbing, washrooms/lockers)	59,923		OT	1/1/2025	30/9/2025	9	25,000	25,000	9923	
	Completion of Multi-purpose Hall - Region 7 (electrical, plumbing, washrooms/lockers)	49,219		OT	1/1/2025	30/9/2025	9	20,000	20,000	9219	
	Completion of Multi-purpose Hall - Region 8 (electrical, plumbing, washrooms/lockers, rubberized floors)	68,759		OT	1/1/2025	30/9/2025	9	30,000	30,000	8759	
	Completion of Multi-purpose Hall - Region 9 (electrical, plumbing, washrooms/lockers, rubberized floors)	37,677		OT	1/1/2025	31/6/2025	6	20,000	17,677		
	National Racquet Centre:										
	Construction of Facade and Finishing Work to Table Tennis Training Facility	20,229		OT	1/1/2025	31/6/2025	6	15,000	5229		
	Cliff Anderson Sports Hall										
	Rehabilitation of Cliff Anderson Sports Hall - Completion of HVAC Installations- Retention	3,771		SS	1/1/2025	31/3/2025	3	3771			
	National Track and Field Centre										
	Preparatory Works for Warm - up Track NTFC- Retention	2,300		OT	1/1/2025	31/3/2025	3	2300			
	Other Facilities										
	Construction of Cricket Academy (Good Hope)	68,177		OT	1/1/2025	30/9/2025	9	30,000	20,000	18,177	
	Synthetic Track Region No.10										
	Construction of Security Hut (2)	8,000		OT	1/1/2025	30/6/2025	6	4000	4000		

	Construction of concrete slabs and drainages	60,000		OT	1/1/2025	30/6/2025	6	40,000	20,000		
	Demolition of Building	4,000		OT	1/1/2025	31/3/2025	3	4000			
	Construction of Generator base and hut	8,000		OT	1/1/2025	30/6/2025	6	5000	3000		
	Completion of the Stand	50,000		OT	1/1/2025	30/6/2025	6	30,000	20,000		
	Design and Build of Inner Field Reg 10	50,000		OT	1/1/2025	1/6/2025		30,000	20,000		
	Players Locker Rooms	11,402		OT	1/1/2025	30/6/2025	6	8000	3402		
	Synthetic Track Region No.6					30/6/2025	6				
	Construction of Guard Huts (2)	8,000		OT	1/1/2025	30/6/2025	6	5000	3000		
	Players Locker Rooms	8,652		OT	1/1/2025	30/6/2025	6	6000	2652		
	Construction of Driveway and Parking Lot	80,000		OT	1/1/2025	30/6/2025	6	50,000	30,000		
	Preparatory Works	50,000		SS	1/1/2025	31/6/2025	6	30,000	20,000		
	Design and Build of Inner Field Reg 6	50,000		OT	1/1/2025	1/6/2025		30,000	20,000		
	Albion Community Centre										
	Construction of Concrete Base for stand	20,000		OT	1/1/2025	30/6/2025	6	15,000	5000		
	Multi - Purpose Halls										
	Construction of Fence and Parking Lot	50,000		OT	1/1/2025	30/6/2025	6	30,000	20,000		
	Construction of Washrooms and Lighting	25,000		OT	1/1/2025	30/6/2025	6	15,000	10,000		
	Construction of Access Bridge	5,000		OT	1/1/2025	30/6/2025	6	4,000	1000		
	Construction of Washrooms and Lighting	21,000		OT	1/1/2025	30/6/2025	6	15,000	6,000		
	Construction of Washrooms and Lighting	21,000		OT	1/1/2025	30/6/2025	6	15,000	6,000		
	Construction of Fence	25,000		OT	1/1/2025	30/6/2025	6	15,000	10,000		
	Construction of Parking Lot	30,000		OT	1/1/2025	30/6/2025	6	20,000	10,000		
	Construction of Washrooms and Lighting	21,000		OT	1/1/2025	30/6/2025	6	15,000	6000		
	Construction of Fence and Parking Lot	40,000		OT	1/1/2025	30/6/2025	6	30,000	10,000		
	Construction of Washrooms and Lighting	20,000		OT	1/1/2025	30/6/2025	6	15,000	5,000		
	Additional Works at Multi -Purpose Hall	33,975		OT	1/1/2025	30/6/2025	6	20,000	13,975		
	National Racquet Centre										

	Completion of Fence	3,000		OT	1/1/2025	30/6/2025	6				
	Concrete Work around building	15,000		OT	1/1/2025	30/6/2025	6				
	Construction of Parking Lot and drains	40,000		OT	1/1/2025	30/6/2025	6	30,000	10,000		
	Cliff Anderson Sports Hall										
	Upgrade of Lighting on the Court	4,000		OT	1/1/2025	31/3/2025	3	4000			
	Construction of generator hut (2)	5,000		OT	1/1/2025	30/6/2025	6	4000	1000		
	Construction of Parking Lot	65,000		OT	1/1/2025	30/6/2025	6	40,000	25,000		
	Construction of Concrete Drains	10,000		OT	1/1/2025	30/6/2025	6	7000	3000		
	Construction of Fence (Section)	5,000		OT	1/1/2025	31/3/2025	3	5000			
	Construction of access bridge	7,000		OT	1/1/2025	30/6/2025	6	5,000	2000		
	Concrete works at back of CASH	8,000		OT	1/1/2025	31/3/2025	3	8000			
	Construction of guard huts (2)	6,000		OT	1/1/2025	30/6/2025	6	5000	1000		
	Rehabilitation to roof	30,000		OT	1/1/2025	30/6/2025	6	20,000	10,000		
	Construction of washrooms floors	6,000		OT	1/1/2025	31/3/2025	3	6000			
	National Track and Field Centre										
	Completion works (Western stand)	5,000		OT	1/1/2025	31/3/2025	3	5000			
	Completion works for warm up Track	20,000		OT	1/1/2025	30/6/2025	6	15,000	5000		
	Other Facilities										
	Construction of Storage space @ National Gymnasium	10,000		OT	1/1/2025	30/6/2025	6	8,000	2,000		
	Construction of Boxing Facility Reg 6	80,000		OT	1/1/2025	30/6/2025	6	50,000	30,000		
	Construction of Chess Facility	40,000		OT	1/1/2025	30/6/2025	6	30,000	10,000		
	Palmyra Ancillary Works	2,000,000		OT	1/1/2025	30/6/2025	12	500,000	500,000	500,000	500,000
	Construction of cricket academy - Good Hope Phase 2	100,000		OT	1/1/2025	30/6/2025	6	60,000	40,000		
	Guyana National Stadium										
	Washrooms upgrade	50,000		OT	1/1/2025	30/6/2025	6	30,000	20,000		
Total		3,756,717									

Date: _____
 Sign: _____
 Date: _____ Programme Manager

Date: _____
 Head of Budget Agency

PERMANENT SECRETARY
 Ministry of Culture, Youth and Sport

Please type data **DIRECTLY** onto this form

Notes:

- Form Header should include Name of the Agency (e.g. Ministry of Finance), Fiscal Year the Plan is being prepared (e.g. 2022), Category of Expenditure (e.g. Current or Capital), Type of Procurement.(Goods, Services, Works, Consultancy).
- Appropriate project code for capital procurement activity.

- 3) Chart of Accounts code for recurrent procurement activities.
- 4) The Procurement Methods include Open Tender (OT), Restricted Tender (RT), Request for Quotation (RFQ), Request for Proposal (RFP), Single Source (SS), Community Participation (CP), and Shopping (SH).
- 5) For the procurement process the start date should be the date the procurement is advertised, or quotation/proposal requested while the end date should be the date the contract is expected to be awarded.

APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Recurrent
TYPE OF PROCUREMENT: Goods

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6221	Purchase of Medical Supplies for Staff, first aid kits for athletes utilizing Facilities and health care supplies for The National Sports Commission Head Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym, and National Sports Commission Homestretch Building.	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6222	Purchase of gardening tools and safety gears and chemicals for Handymen and rain gears for Handy men and drivers, trophies for NSC Sports Programmes and Polo Shirts and field gear for Coaches and Sports Organizers.	10,000		RFQ	1/1/2025	31/12/2025	12	2500	2500	2500	2500
	6223	Purchase of Ink, Stamps and Stationery for The Cliff Anderson	10,000		RFQ	1/1/2025	31/12/2025	12	2500	2500	2500	2500

		Sports Hall, National Gymnasium, NSC Office Homestretch, Six Head Lewis Gym, National Racquet Centre and NSC Head Office										
	6231	Purchase of fuel and lubricants for 3 Motor Vehicles: PLL 1734, PTT 2467 & PWW 3139	5047		RFQ	1/1/2025	31/12/2025	12	1262	1262	1262	1261
	6243	Purchase of Fabuloso, Harpic and other Janitorial Supplies for The National Sports Commission Head Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym, and National Sports Commission Homestretch Building.	7,000		RFQ	1/1/2025	31/12/2025	12	1750	1750	1750	1750
Total			34,047									

Date

PROGRAMME MANAGER
PROGRAMME 4
SPORT

Programme Manager

Date:

Date

Head of Budget Agency

Please type data DIRECTLY onto this form

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Recurrent
TYPE OF PROCUREMENT: Services

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6224	Photocopying of coaches' manuals, banners, Registration forms and certificates for NSC Sports Programmes, Advertisements for Capital Bids, etc	10,000		RFQ	1/1/2025	31/12/2025	12	2500	2500	2500	2500
	6264	Repairs, purchase of accessories, spares and quarterly servicing of 3 motor Vehicles: PLL 1734, PTT 2467 and PWW 3139.	5000		RFQ	1/1/2025	31/12/2025	12	1250	1250	1250	1250
	6271	Payment of Telephone Charges for the Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Homestretch Building and Head Office. 16 Telephone lines and 5 Internet accounts and the DOS' Telephone and Internet charges.	6,000		SS	1/1/2025	31/12/2025	12	1500	1500	1500	1500
	6272	Payment of electricity Charges for The National Sports Commission Head	15,000		SS	1/1/2025	31/12/2025	12	3750	3750	3750	3750

		Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym and National Sports Commission Homestretch Building. 6 Electricity Meters.										
	6273	Payment of Water Charges for The National Sports Commission Head Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym and National Sports Commission Homestretch Building. 6 Water Meters.	6,000		SS	1/1/2025	31/12/2025	12	1500	1500	1500	1500
	6281	Payment of Security Charges for The National Sports Commission Head Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym, and National Sports Commission Homestretch Building.	40,000		OT	1/1/2025	31/12/2025	12	10,000	10,000	10,000	10,000
	6282	Repairing and servicing of Equipment. 22 Air Conditioning Units, 9 Computer Systems, Fire Extinguishers, etc.	6,446		RFQ	1/1/2025	31/12/2025	12	1612	1612	1612	1612
	6283	Payment for pest control, health care services, collection and disposal of refuse at The National Sports Commission Head Office, Cliff Anderson Sports Hall, National Gymnasium, National Racquet Centre, Six Head Lewis Gym and National Sports Commission Homestretch Building and Monthly Sanitization of buildings.	6,000		RFQ	1/1/2025	31/12/2025	12	1500	1500	1500	1500
	6291	Provision of Sports Training Camps	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6291	Sport Competitions at School and Community levels.	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500

	6291	National Sports Conference	5000		RFQ	1/1/2025	31/12/2025	6	2500	2500		
	6291	Inter Guiana Games 2023	15000		RFQ	1/1/2025	31/12/2025	6			7500	7500
	6291	Sports Awards Ceremony	6000		RFQ	1/1/2025	31/12/2025	6	3000	3000		
	6291	The National Sports Academy Programme	40000		RFQ	1/1/2025	31/12/2025	12	10000	10000	10000	10000
Total			164,446									

Date

Please type data DIRECTLY onto this form

PROGRAMME MANAGER
PROGRAMME 4
SPORT
Sign: _____
Date: _____

Date

Handwritten signature

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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APPENDIX A: PROCUREMENT PLAN ¹⁾

AGENCY NAME: Ministry of Culture, Youth & Sport – NSC
FISCAL YEAR: 2025
EXPENDITURE CATEGORY: Recurrent
TYPE OF PROCUREMENT: Works

Project Code ²⁾	Chart of Account Code ³⁾	Description of Activity	Estimated Budget		Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH) ⁴⁾	Procurement Process (Advertise to Contract Award) ⁵⁾		Contract Duration (Months)	Expenditure Phasing			
			Government	Donor		Start	End		Q1	Q2	Q3	Q4
	6242	Repairs to washrooms @ CASH	1000		RFQ	1/1/2025	31/12/2025	12	250	250	250	250
	6242	Repairs to Electrical system @ NRC.	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
	6242	Repairs to floor	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to washrooms in coaches' quarters	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to kitchen wall in coaches' quarters	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to perimeter lights @ 6 Head Gym	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to washrooms in upper and lower flats @ 6 Head Gym.	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Repairs to leaking roof @ Nat Gym.	2000		RFQ	1/1/2025	31/12/2025	12	500	500	500	500
	6242	Repairs to washrooms @ Nat Gym.	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6242	Painting of building @ NSC H/O	3000		RFQ	1/1/2025	31/12/2025	12	750	750	750	750
		Weeding and cleaning of Compounds monthly:			RFQ	1/1/2025	31/12/2025					
	6255	NSC Head Office	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Cliff Anderson Sports Hall	600		RFQ	1/1/2025	31/12/2025	12	150	150	150	150

	6255	National Gymnasium	900		RFQ	1/1/2025	31/12/2025	12	225	225	225	225
	6255	National Racquet Centre	1500		RFQ	1/1/2025	31/12/2025	12	375	375	375	375
	6255	Six Head Lewis Gym	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	NSC Homestretch Building	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Repairs to eastern fence @ NSC H/O .	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Repairs to Parking Shed	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Repairs to fence @ NRC .	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Repairs to fence @ Six Head Gym	500		RFQ	1/1/2025	31/12/2025	12	125	125	125	125
	6255	Sewerage maintenance @ NSC H/O	400		RFQ	1/1/2025	31/12/2025	12	100	100	100	100
	6255	Sewerage maintenance @ CASH	200		RFQ	1/1/2025	31/12/2025	12	50	50	50	50
	6255	Sewerage maintenance @Nat Gym .	200		RFQ	1/1/2025	31/12/2025	12	50	50	50	50
	6255	Sewerage maintenance @NRC	200		RFQ	1/1/2025	31/12/2025	12	50	50	50	50
Total			25,500									

Date

Sign: Programme Manager

Date

Head of Budget Agency

PERMANENT SECRETARY
Ministry of Culture, Youth and Sport

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