22 Brickdam & Sendall Place
Stabroek, Georgetown, Guyana.

Phone: 592-226-3807
Fax: 592-226-1859
email: secretary@tsc.gov.gy

Teaching Service Commission

2025-03-10

Ms. Pauline Chase
Public Procurement Commission
262 New Garden Street
Georgetown.

Dear Ms. Chase,

RE: Submission of Procurement Plan - 2025

Reference is made to the Public Procurement Commission Circular No. 01/2025. Attached are the Capital and Current Expenditure Procurement Plan for the Teaching Service Commission.

Thank you.
Warmest regards,

....
Ray Bassoo,
Secretary Teaching Service Commission

SECRETARY
Teaching Service Commission

Name of the Procuring Entity
Procurement Plan
FOR THE FISCAL YEAR 2025
Capital Expenditure
Goods and Services

No.	Project Code	Activity Description	Estimated Budget (GS '000)		Procurement Method (OT, RT, RFQ, RFP, SS, CP,SH)	Procurement Process (Advertise to Contract Award)		Contract Execution		Expenditure Phasing				Status	Comments
						Estimated		Estimated Dates							
			Government	Foreign Funded		Date of Advertisement	Date of Award	Start	End	Q1	Q2	Q3	Q4		
1	40000400	Server UPS (1)	550,000		RFQ					550,000					
2	40000400	Firewall (1)	675,000		RFQ					675,000					
3	40000400	5000W Inverter (1)	1,200,000		RFQ						1200000				
4	40000400	Server SSD (5)	1,100,000		RFQ					1,100,000					
5	40000400	Document Scanner (2)	450,000		RFQ					450,000					
6	40000400	Server Rack PDU (1)	150,000		RFQ					150,000					
7	40000400	Network Switches (3)	375,000		RFQ					375,000					
8	40000400	Network Switches wall Cabinet 15U (1)	165,000		RFQ					165,000					
9	40000400	Server Rack Shelf (4)	100,000		RFQ						100000				
10	40000400	Air Condition unit (3)	879,000		RFQ						879000				
11	40000400	Desktop (5)	1,425,000		RFQ						1425000				
12	40000400	Laptop (1)	250,000		RFQ						250000				
13	40000400	Printer (1)	17,000		RFQ						17000				
14	40000400	Printer Power Protection (3)	375,000		RFQ					375,000					
15	40000400	Professional Labeller Kit (1)	86,000		RFQ						86000				
16	40000400	Floor Fans (3)	39,000		RFQ						39000				
17	40000400	Sitting Chairs (4)	88,000		RFQ						88000				
18	40000400	Filing Cabinets (3)	156,000		RFQ						156000				
19	40000400	Typist Chairs (4)	180,000		RFQ						180000				
20	40000400	Microwave (1)	40,000		RFQ						40000				
			8,300,000	-	-	-	-	-	-	**3,840,000**	**4,460,000**				

Prepared By:
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Accountant
Teaching Service Commission

Approved by:
....

Secretary
Teaching Service commission

Name of the Procuring Entity
Procurement Plan
FOR THE FISCAL YEAR 2025
Current Expenditure

No.	Project Code	Activity Description	Estimated Budget (G$ '000)	Procurement Method (OT, RT, RFQ, RFP, SS, CP, SH)	Procurement Process (Advertise to Contract Award)		Contract Execution		Expenditure Phasing				Status	Comments
					Estimated		Estimated Dates							
					Date of Advertisement	Date of Award	Start	End	Q1	Q2	Q3	Q4		
1	6221	Drugs & Medical Supplies	1,106,000	RFQ					276,500	276,500	276,500	276,500		
2	6222	Field Material & Supplies	1,072,000	RFQ					268,000	268,000	268,000	268,000		
3	6223	Office Materials & Supplies	3,352,000	RFQ					838,000	1,000,000	1,000,000	514,000		
4	6224	Print & Non Print Materials	8,665,000	RFQ					1,500,000	3,000,000	2,500,000	1,665,000		
5	6231	Fuel & Lubricants	1,575,000	RFQ					393,750	393,750	393,750	393,750		
6	6242	Maintenance of Building	10,000,000	OT					500,000	4,500,000	4,000,000	1,000,000		
7	6243	Janitorial & Cleaning Supplies	5,502,000	RFQ					1,375,500	1,375,500	1,375,500	1,375,500		
8	6255	Maintenances of other Infrastructure	7,000,000	OT					1,000,000	3,500,000	2,000,000	500,000		
9	6261	Local Travels & Subsistence	11,956,000	RFQ					2,989,000	2,989,000	2,989,000	2,989,000		
10	6263	Postage , Telex & Cablesgram	150,000	RFQ					37,500	37,500	37,500	37,500		
11	6264	Vehicles Spares & Services	1,500,000	RFQ					375,000	375,000	375,000	375,000		
12	6265	Other	2,119,000	RFQ					500,000	600,000	600,000	419,000		
13	6271	Telephone Charges	1,972,000	RFQ					493,000	493,000	493,000	493,000		
14	6272	Electricity Charges	3,465,000	RFQ					866,250	866,250	866,250	866,250		
15	6273	Water Chrages	2,000,000	RFQ					500,000	500,000	500,000	500,000		
16	6281	Security Services	6,132,000	RFQ					1,533,000	1,533,000	1,533,000	1,533,000		
17	6282	Equipment Maintenance	1,512,000	RFQ					378,000	378,000	378,000	378,000		
18	6283	Cleaning & Extermination Services	420,000	RFQ					105,000	105,000	105,000	105,000		
19	6284	Other	9,595,000	RFQ					595,000	5,000,000	3,000,000	1,000,000		
20	6291	National & Other Events	2,000,000	RFQ					500,000	1,000,000	250,000	250,000		
21	6293	Refreshments & Meal	15,108,000	RFQ					3,777,000	3,777,000	3,777,000	3,777,000		
22	6294	Other	150,000	RFQ					37,500	37,500	37,500	37,500		
23	6302	Training including Scholarships	930,000	RFQ					140,000	350,000	300,000	140,000		
			97,281,000						18,978,000	32,355,000	27,055,000	18,893,000		

Prepared By: ....

Accountant
Teaching Service Commission

Approved by: ....

Secretary
Teaching Service commission