

ANNUAL SCHEDULE OF PLANNED PROCUREMENT ACTIVITIES FOR FISCAL YEAR OCTOBER 2025 – SEPTEMBER 2026										
No.	Project Number	Project Name	UNSPSC Code	Brief Description	Proposed Date for Issue of bidding documents	Expected Delivery /Completion Date	Estimated Project duration (Works and Services)	Procurement Method	Standstill Period (if applicable – no. of days)	Contract Type
1	CS-SEC-01	Contracted Security Services – All Campuses	92121500	Provision of manned security services for all campuses.	Jan-26	Sep-26	12 Months	Open Bidding	10 days	Contract / Fixed Price
2	CS-JAN-01	Outsourced Custodial Services – All Campuses	76111501	Campus-wide outsourced janitorial services.	Jan-26	Sep-26	12 Months	RFP/Selective Bidding	N/A	Contract / Fixed Price
3	CS-BLD-01	Building Maintenance and Facility Upgrades	71123005	Composite works: AC, elevators, plumbing, electrical, skylight, generator, blinds, statutory inspections.	Jan-26	Sep-26	Multi-phase	RFQ/ Selective Bidding	N/A	Contract / Fixed Price
4	CS-FLT-01	Fleet Service and Repairs	78181507	Maintenance and repairs for Campus Services vehicles.	Jan-25	Sep-26	12 Months	RFQ/ Selective Bidding	N/A	Contract / Fixed Price
5	CS-HYG-01	Pest Control	72102100	Scheduled pest control across campuses.	Jan-26	Sep-26	12 Months	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
6	CS-JAN-02	Sanitary Bin Servicing	57030300	Servicing of sanitary disposal units.	Feb-26	Sep-26	10 Months	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
7	CS-FLT-02	Tyre Replacement	78181507	Tyre replacement for fleet vehicles.	Mar-26	Jun-26	3 Months	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
8	CS-EQP-01	Minor Equipment Procurement	44000000	Procurement of minor equipment and weather stations e.g. Heavy duty stapler and shredder and Electronic Sharpener	Mar-26	Sep-26	Multi-phase	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
9	CS-EQP-01	Minor Equipment Procurement	27110000	Procurement of minor equipment and weather stations e.g. Tool Kits	Mar-26	Sep-26	Multi-phase	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
10	CS-EQP-01	Minor Equipment Procurement	47121602	Procurement of minor equipment and weather stations e.g. Heavy Duty Vacuum cleaner	Mar-26	Sep-26	Multi-phase	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
11	CS-EQP-01	Minor Equipment Procurement	72101511	Procurement of minor equipment and weather stations e.g. Air condition units for NLC	Mar-26	Sep-26	Multi-phase	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price
12	SECES#2026-01	Conferences, Seminars, Workshops	80141607	Circular and Bioeconomy Symposium- 2026	Apr-26	Jun-26	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
13	SWED#2026-01	Implementation of the Health Records Science and Technology Programme	43230000	2-year programme on health records science and technology – supply institutional license for CELLMA software support programme.	Sep-25	Dec-25	3 months	Sole Source	N/A	Contract / Fixed Price

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14	IT#2026-01	PowerEdge R750 servers	43211501	Purchase two rack servers	Oct-25	Jan-26	90 days	Selective bidding	10	Contract / Fixed Price
15	IT#2026-04	WIFI Phase 2	43222600	Campus WIFI completion (Phase 2)	Oct-25	Mar-26	150 days	Selective bidding	N/A	Contract / Fixed Price
16	IT#2026-08	CCTV Phase 2	46171610	Security camera final phase	Oct-25	Feb-26	120 days	Low Value (RFQ) Selective bidding	N/A	Contract / Fixed Price
17	HR#2026-01	Employee and Recognition Function 2025	80141607	Venue and associated services including furniture, dinner, etc.; Supply of prizes, tokens, entertainment	Oct-25	Dec-25	1 Day	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
18	IT#2026-02	ADSelfService Plus	43233200	SSO and MFA for staff and servers	Nov-25	Dec-25	30 days	Sole select	N/A	Purchase order / Fixed Price
19	IT#2026-03	Veeam Licenses	43230000	Additional Veeam backup licenses	Nov-25	Dec-25	30 days	Sole select	N/A	Purchase order / Fixed Price
20	IT#2026-05	RFID Deployment	46171619	RFID access system rollout	Dec-25	Apr-26	120 days	Open Bidding	N/A	Purchase order / Fixed Price
21	PD#2025-01	Supply and Delivery of Office Supplies and Stationery	44120000	Copy Paper 8.5 x 11, Pens, Black, Pens Blue, Pencil , sharpened with eraser, Glue, liquid, clear, Envelopes 10 x 15, brown, staples, standard , stapler, standard, scissors , office , 8 " , Paper clips 28MM, Glue stick , AMOS, Envelopes 4 1/8 x 9.5 white.	Dec-25	Sep-26	Quarterly	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
22	PD#2025-02	Supply and Delivery of Cleaning/ Janitorial Supplies	47130000	Sponge, dish with scrubber, Gloves, medium powder free, Garbage bags , small, Garbage bags, medium, Garbage bags, lumbo. Multipurpose cloth	Dec-25	Sep-26	Quarterly	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
23	CS#2026-01	Plumbing	72101500	Plumbing repairs and replacement parts for toilets and urinals and Replacement of bathrooms doors (main and stall doors) and paint for the bathrooms	Dec-25	Feb-26	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
24	CS#2026-02	Electrical- Generator	26111601	Provision of servicing, electrical works and ongoing maintenance for the Generator	Dec-25	Feb-26	N/A	Open Bidding	10	Contract / Fixed Price
25	VPIA#2026-02	Social Media	82100000	Social Media Ad Placement	Dec-25	February - August 2026	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
26	IT#2026-06	Mac Lab refresh	43211521	Apple devices upgrade	Jan-26	Jun-26	180 days	Open	N/A	Contract / Fixed Price
27	NURSING#2026-01	Simulation Lab Servicing	81101706	Servicing, repair and replace of Sim equipment; compressor, tubing	Jan-26	Feb-26	2 weeks	Selective bidding	10	Contract / Fixed Price

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28	OTR#2026-01	Electronic Diploma Solution	43230000	Implementation and generation of e-diplomas	01-Jan-26	Sep-26	8 months	Sole select	N/A	Purchase order / Fixed Price
29	SWED#2026-02	Customized Training Digital Voice Transcription	43230000	3-month course in voice transcription – supply transcription software licenses	Jan-26	Mar-26	3 months	Open Bidding	N/A	Contract / Fixed Price
30	VPIA#2026-03	Internationalisation	90000000	Airfare, accommodation, Conference Fees, Ground Transport, Meals for expansion to other markets	Jan-26	April - August 2026	N/A	Open Bidding	N/A	Purchase order / Fixed Price
31	CC#2026-03	Creation of Online Testing Centre-City Campus	72153606	Reconfiguration of Room 202 to create a testing centre that clients can use for local/international examinations. Installation of infrastructure, furniture.	Mar-26	Jul-26	N/A	Selective bidding	N/A	Purchase order / Fixed Price
32	IT#2026-09	Network Printers	44101503	Network-wide printers	Mar-26	May-26	60 days	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
33	OTP#2026-03	Consultancy Services	71161610	Delivery of Consultancy Services for specialist as needed.	Mar-26	Sep-26	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
34	CS#2026-01	Corporate Governance Training	86100000	Training – Board of Trustees	01-Mar-26	Sep-26	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
35	CC #2026-04	Cafeteria Refurbishment	30160000	Installation of new flooring: tiles/ceiling/lighting upgrade	Apr-26	Jul-26	N/A	Selective bidding	N/A	Purchase order / Fixed Price
36	AA#2026-01	2026 Faculty Convocation	80141607	Annual faculty orientation- faculty professional development, rental of venue, tokens, catering, photography, videography, sound system, décor	Aug-26	Oct-26	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
37	IT#2026-07	AI Teaching Assistant	43230000	Artificial Intelligence to assist facilitators with lesson plans.	Aug-26	Jan-27	180 days	Single Source	N/A	Contract / Fixed Price
38	LIB#2026-01	Acquisition of Learning Resources (Print and E-Resources)	60102300	Purchase of Essential Texts as per Curriculum. Copies at least three copies to be made available at each campus library for the new academic year.	February and April 2026	March and May 2026	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
39	OTP#2026-02	International Travel	90000000	President Travel at least 4 times for the year	February, April, June and August 2026	February, April, June and August 2026	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price

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40	OTP#2026-01	Hosting of Promotional/Corporate Events	80141607	Hosting of Promotional/Corporate Events for 5 events	October 2025, January, March, May and July 2026	November 2025, February, April, June and August 2026	N/A	Low Value (RFQ) Selective bidding	N/A	Purchase order / Fixed Price
41	VPIA#2026-01	Graduation	80141607	Supply and Delivery of AV/IT, Infrastructure, Food, Décor, Ushering Services, Videography and Photography	September October, November 2025	Sep-26	N/A	RFQ/ Selective Bidding	N/A	Purchase order / Fixed Price