Republic of Namibia
Annual Procurement Plan

Name of Public Entity: ZRC - Directorate of General Services

Financial Period: 2022/2023

VOTE 021 - TRAVELLING AND SUBSISTANCE EXPENSES

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Domestic air ticket - ZRC	Various	NCS	No	DP	N$ 85,000.00	Ongoing	Non Contract Services
2	Foreign air ticket - ZRC	Various	NCS	No	DP	N$ 100,000.00	Ongoing	

VOTE 022-MATERIALS AND SUPPLIES

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
3	**Protective Clothing**					N$ 60,000.00	2nd Quarter	Procurement Threshold (Value)
	Mechanic suits	120	G	Yes	RFQ			
	Boots	120	G	Yes	RFQ			
	T-shirts	120	G	Yes	RFQ			
	Shirts	100	G	Yes	RFQ			
	Trousers	120	G	Yes	RFQ			
	Veld Shoes	120	G	Yes	RFQ			
	Overal dress	120	G	Yes	RFQ			
4	**Cleaning Tools**					N$ 30,000.00	Quarterly	Procurement Threshold (Value)
	Rakes	40	G	Yes	RFQ			
	Wheelbarrow	13	G	Yes	RFQ			
	Axes	20	G	Yes	RFQ			
	Pangas	20	G	Yes	RFQ			
	Mops	30	G	Yes	RFQ			
	Brooms	32	G	Yes	RFQ			
	Tool boxes	2	G	Yes	RFQ			
5	**Cleaning Detergents**					N$ 400,000.00	Quarterly	Procurement Threshold (Value)
	Gel pine	160	G	Yes	RFQ			
	Dish wash	160	G	Yes	RFQ			
	Insect side	4000	G	Yes	RFQ			
	Floor striper	200	G	Yes	RFQ			
	Mr Min	500	G	Yes	RFQ			
	Air Freshener	1000	G	Yes	RFQ			
	Mulit-purpose Disinfectent	100	G	Yes	RFQ			
	Toilet paper	10000	G	Yes	RFQ			
	Washing powder	25x25kg	G	Yes	RFQ			
	Hand Sanitisers	30x 25Litres	G	Yes	RFQ			
	Face Masks	500	G	Yes	RFQ			

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Hand Gloves	20 Boxes	G	Yes	RFQ			
	Deo blocks	100	G	Yes	RFQ			
6	**Electrical Materials**							
	Plugs, Sockets, tools, Bulbs	Various	G	Yes	SVP	N$ 70,000.00	Quaterly	Type of and Procurement Threshold (Value)
	Stationery							
	Photocopy Papers	6000 Rims	G	Yes	RFQ			
	Blue pens	200	G	Yes	RFQ			
	Black pens	5000	G	Yes	RFQ			
	Red pens	200	G	Yes	RFQ			
	Purple pens	20	G	Yes	RFQ			
	Envelopes (E1,E2,E3,E4,E5,E12)	2000each	G	Yes	RFQ			
	Lever Arch files	100	G	Yes	RFQ			
	Staplers (HD)	15	G	Yes	RFQ			
	Staplers (Small)	100	G	Yes	RFQ			
	Punch (HD)	15	G	Yes	RFQ			
	Punch (Small)	100	G	Yes	RFQ			
	Staple removers	100	G	Yes	RFQ			
	Rulers	50	G	Yes	RFQ			
	Marker Pens(assorted)	150	G	Yes	RFQ			
	Flip chats	10	G	Yes	RFQ			
	Memory Stick 16g	100	G	Yes	RFQ			
	Diary books (A4)	80	G	Yes	RFQ			
	Staple pins (Small)	30	G	Yes	RFQ			
	Staple pins (HD)	30	G	Yes	RFQ			
	Writing pads (A5)	100	G	Yes	RFQ			
	Note books (A5)	200	G	Yes	RFQ			
	Registers (Attendance)	18	G	Yes	RFQ			
	Registers stores(main, counter book, loan , issue & receipt voucher, distribution, inventory sheet,	500each	G	Yes	EPE			
7	Kit receipt book	10	G	Yes	EPE	N$ 350,000.00	Quarterly	
	Kit issue book	10	G	Yes	EPE			
	Trip authority books	80	G	Yes	EPE			
	Log books	200	G	Yes	EPE			
	Coorperate Items (Cups, Pens, Memory Sticks, Bags, Caps, T-Shirts)	100 Per Item	G	Yes	RFQ			
	Letter head (A4)	5 boxes	G	Yes	RFQ			
	Dust bins (small)	300	G	Yes	RFQ			
	Distruction certificates	50	G	Yes	EPE			
	Calculator Casio	9	G	Yes	RFQ			
	Office Bin Stationery	5	G	Yes	RFQ			
	Heavy duty Pencil sharpner	2	G	Yes	RFQ			
	Indian File Tin pated steel tags	20 boxes	G	Yes	RFQ			
	Shredder	1	G	Yes	SVP			
	Scissors	7	G	Yes	RFQ			

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Penguin Highlighter	20	G	Yes	RFQ			
	Giant Gem paper clips	20 boxes	G	Yes	RFQ			
	Leave record cards code 152471	1000	G	Yes	RFQ			
	Artline 700 marker pen	20	G	Yes	RFQ			
	Erasers	20	G	Yes	RFQ			
	Suspension files	50 boxes	G	Yes	EPE			
	HB pencils	40	G	Yes	RFQ			
	File covers balck (153397)	200	G	Yes	RFQ			
	File cover red (153494)	200	G	Yes	RFQ			
	Sellotape transparent	Quarterly	G	Yes	RFQ			
	Diary books (A5)	Quarterly	G	Yes	RFQ			Procurement Threshold (Value)
8	**IT Equipment and Accessories**							
	Ink & Toners Catridges	3 each (70 Multi-function Printers)	G	Yes	RFQ			
	Ink & Toners Catridges Pro MFP m479 fdw Printers	various	G	Yes	SVP		Quarterly	
	Keyboards	15	G	Yes	RFQ	N$ 274,832.00		
	Mouse	15	G	Yes	RFQ			
	Multimedia Projectors	6	G	Yes	RFQ			Procurement Threshold (Value)
	USB Printer Cables	15	G	Yes	RFQ			
	Memory Stick	30	G	Yes	RFQ		Jul-22	
	Hard drivers	20	G	Yes	RFQ		Jul-22	
	Refil kits/ Accessories	12	G	Yes	RFQ	N$ 60,000.00	Sep-22	
	Office Suplies							
9	National & AU Flags	10 Each	G	Yes	RFQ	N$ 10,000.00	Quarterly	
10	Meter Accessories	various	G	yes	SVP	N$ 20,000.00	Quarterly	

023-TRANSPORT: FLEET SERVICES AND OTHER

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
11	Fuel and Lubricants	Various	G	Yes	DP	N$ 1,900,000.00	Monthly	
12	Tyres	Various	G	Yes	RFQ	N$ 200,000.00	Monthly	Procurement Value
13	Batteries	Various	G	Yes	SVP	N$ 70,000.00	Monthly	Procurement threshold (value)
14	Accessories	Various	G	Yes	RFQ	N$ 70,000.00	Monthly	
15	Servicing Fees	Various	NCS	Yes	DP	N$ 300,000.00	Monthly	Procurement preference / reservation to Sole Agent
16	Repairs & Maintenance	Various	NCS	Yes	DP	N$ 400,000.00	Monthly	Procurement preference/ reservation to Sole Agent
17	Tracking System	33	NCS	Yes	OAB	N$ 400,000.00	Monthly	
18	Licences Renewal	36	G	Yes	EPE	N$ 150,000.00	Monthly	
19	Mass distance charges	3	G	Yes	EPE	N$ 50,000.00	Monthly	
20	Car wash	Various	NCS	Yes	SVP	N$ 5,000.00	Monthly	

024- UTILITIES

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
21	Electricity Charges	12	NCS	Yes	DP	N$ 1,500,000.00	Monthly	Utilities (Prepaid Services)
22	Water	12	NCS	Yes	DP	N$ 200,000.00	Monthly	Utilities (Prepaid Services)
23	Rates & Taxes	7	NCS	Yes	DP	N$ 800,000.00	Monthly	Utilities (Prepaid Services)
24	Telephone charges and Internet connection	5	NCS		DP	N$ 400,000.00	Monthly	Utilities (Prepaid Services)
25	Courier Charges	13200	NCS	No	DP	N$ 200,000.00	Monthly	Utilities (Prepaid Services)
26	Cellphone Allowances and Data Services	18	NCS	No	DP	N$ 300,000.00	Monthly	Utilities (Prepaid Services)
		8	NCS	No	DP		Monthly	Direct Contract / Service Level Agreement
27	Postage stamps	1	NCS	No	DP	N$ 30,000.00	Annually	
				025- MAINTANANCE EXPENSES				
Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
28	Maintanance of Computer Hardware & Software	11	NCS	Partial	RFQ	N$ 20,000.00	Quarterly	Procurement Threshold (value)
29	Furniture and Office Equipment	Various	NCS	Yes	RFQ	N$ 10,000.00	Quarterly	Procurement Threshold (value)
30	Water and sewerage network reticulation	Various	NCS	Yes	RFQ	N$ 100,000.00	Quarterly	Procurement Threshold (value)
31	Air conditioning system	Various	NCS	Yes	RFQ	N$ 100,000.00	Quarterly	Procurement Threshold (value)
32	Buildings	13	NCS	Yes	RFQ	N$ 3,000,000.00	Quarterly	Procurement Threshold (value)
	Pest fumigation	Various	NCS	Partial	RFQ	N$ -	Aug-22	Procurement Threshold (value)
				026 - PROPERTY RENTAL AND RELATED CHARGES				
Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
33	Rental of show stand	12	G	Yes	DP	N$ -	Aug-22	Procurement Threshold (Value)
34	Hiring conference Facilities and Community Hall	Various	G	Yes	DP	N$ 20,000.00	Annually	Procurement Threshold (Value), nature and type of services

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
35	Hiring of Cold storages	Various	NCS	Yes	RFQ	N$ -	Annually	
36	Hiring of Vehicles	Various	NCS	Yes	RFQ	N$ 50,000.00	Annually	Procurement Threshold (Value)
37	Hiring PA system for Events	Various	NCS	Yes	RFQ	N$ 10,000.00	Annually	Procurement Threshold (Value)
38	Rental of Photocopier machines at the RC and Constituency offices	18	NCS	Yes	RFQ	N$ 100,000.00	Monthly	Service Level Agreement/Multi Year Contract
39	Postal Address	1	NCS	No	DP	N$ 2,500.00	Annually	
				027 - OTHER SERVICES AND EXPENSES				
Procurement No. (e.g. 1,2,3...)	**Description (include lots if applicable)**	**Quantity**	**Category of Procurement**	**Procurement reserved in terms of the Directive on Local Sourcing**	**Procurement Method**	**Estimated Value (N$)**	**Scheduled Date for Invitation of Bids**	**Reason for deviating from the default method (where applicable)**
40	Training course For ZRC staff members	Various	CS	Partial	DP	N$ 200,000.00	Monthly	Procurement Threshold (Value)
41	Workshop and Symposium For ZRC staff members	Various	CS	Partial	DP	N$ 50,000.00	Monthly	Procurement Threshold (Value)
42	**Printing Services**	Various				N$ 400,000.00	Quarterly	Procurement Threshold (Value)
	Printing charges for Letterhead	1000	NCS	Yes	RFQ			Procurement Threshold (Value)
	Printing of Customer Service Charter	Various	NCS	Yes	RB			
	Printing charges for News letter & Magazines	Various	NCS	Yes	RFQ			Procurement Threshold (Value)
	Printing charges for Strategic Plan	100	NCS	Yes	RFQ			Procurement Threshold (Value)
	Printing Charges Regional Profile	500	NCS	Yes	RFQ			Procurement Threshold (Value)
	Printing Charges Car Badges	36	NCS	Yes	RFQ			Procurement Threshold (Value)
	Printing Charges Business cards	3250	NCS	Yes	RFQ			Procurement Threshold (Value)
43	Security Contracts , All Constituency offices, ZRDC, Plot 10, and Satetlite Offices	1	NCS	Yes	OAB	N$ 1,400,000.00	Jul-22	N/A
44	Entertainment POBs Regional Councillors	5	G	Yes	SVP	N$ 58,400.00	Quaterrly	Procurement Threshold (Value)
45	Furniture Allowance POBs Regional Councillors	5	G	Yes	DP	N$ -	Monthly	
46	Refreshment for MC, Regional Council, CRO & Directors	Various	NCS	Yes	DP	N$ 400,000.00	Quarterly	Procurement Threshold (Value)
47	Refreshment for MC, Regional Council, CRO & Directors	Various	G	Yes	SVP		Quarterly	Procurement Threshold (Value)
48	Commisions and Bord fees ,Audit Committee and Others	Various	NCS	No	EPE	N$ 50,000.00	Annually	Procurement Threshold (Value)
49	Advertisement for Vacancies	Various	NCS	No	DP	N$ 100,000.00	Monthly	Procurement Threshold (Value)
50	Advertisement Bids	Various	NCS	No	EPE			Procurement Threshold (Value)
51	Service fees	Various	NCS	Yes	DP	N$ 100,000.00		Procurement Threshold (Value)
52	Implementation of HIV /AIDS Programmes	Various	NCS	Yes	RFQ	N$ -	Quarterly	Procurement Threshold (Value)
53	Consultancy/Publications/Editing	Various	CS	No	RFQ	N$ 400,000.00	Ongoing	Procurement Threshold (Value)
54	Consultancy/Publications/Editing	Various	CS	No	DP			

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
55	Regional Council TVs fees	5	NCS	Yes	RFQ	N$ 3,000.00	Annually	Procurement Threshold (Value)
56	Wellness program activities	Various	NCS	Yes	RFQ	N$ 50,000.00		Procurement Threshold (Value)
57	Regional Council buildings, furnitures, etc	Various	G	Yes	RFQ	N$ -	3rd Quarter	Procurement Threshold (Value)
58	Catering & Refreshments	Various	NCS	Yes	RFQ	N$ 300,000.00		Procurement Threshold (Value)
59	Catering & Refreshments	Various	NCS	Yes	SVP			Procurement Threshold (Value)
60	Land Compensation Expenses	Various	NCS	Yes	DP	N$ 10,000.00	bi -Annually	Procurement Threshold (Value)
61	Commemoration of National Days & AMCOD	Various	G	Yes	RFQ	N$ 20,000.00	Annually	Procurement Threshold (Value)
62	Re-valuation of Movable Assets	Various	CS	No	RFP	N$ -	2nd Quarterly	Procurement type (sevices)
63	Insurance (Assets)	1	CS	Yes	RFP	N$ -	Nov-22	Procurement Threshold (Value)
64	Gifts, Pledges and token of appreciation	Various	NCS	No	SVP	N$ 10,000.00	Monthly	

041-042 - MEMBERSHIP FEES AND SUBSCRIPTION

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
65	D.S. TV Subscription fees, Newspapers	1	NCS	No	DP	N$ 30,000.00	Annually	
66	Mebership Fees	Various	NCS	NO	DP	N$ 100,000.00	Annually	
67	Pastel and VIP Payroll , liecence Renewal (Softwares)	1	NCS	No	DP	N$ 200,000.00	Annually	

101- FURNITURE AND OFFICE EQUIPMENT

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
68	Ipad (Smartphone and Tablets)	5	G	Yes	RFQ	N$ -	Sep-22	Procurement Threshold (Value)
69	Flipchart stand	9	G	Yes	RFQ	N$ 10,000.00	Aug-22	Procurement Threshold (Value)
70	Binders	4	G	Yes	RFQ	N$ 10,000.00	Sep-22	Procurement Threshold (Value)
71	Notice Board	2	G	Yes	RFQ	N$ 20,000.00	Sep-22	Procurement Threshold (Value)
72	Computer Stand	1	G	Yes	RFQ	N$ -	Sep-22	Procurement Threshold (Value)
73	Shreding Machines	16	G	Yes	RFQ	N$ -	First Quarter	Procurement Threshold (Value)
74	Laptops	5	G	Yes	RFQ	N$ 50,000.00	2nd Quarter	Procurement Threshold (Value)
76	Desktop	6	G	Yes	RFQ	N$ 50,000.00	2nd Quarter	Procurement Threshold (Value)
77	Color Printer & a Scanner	5	G	Yes	RFQ	N$ 50,000.00	2nd Quarter	Procurement Threshold (Value)
78	Photos, President & Hon Concillors	9	G	Yes	DP	N$ -	2nd Quarter	Procurement Threshold (Value)
79	Furnitures (Chairs and Tables)	2	G	Yes	RFQ	N$ -	2nd Quarter	Procurement Threshold (Value)

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
80	PA System	2	G	Yes	RFQ	N$ -	Jul-22	Procurement Threshold (Value)
81	Multimedia Projectors and Screens	8	G	Partial	OAB	N$ 30,000.00	Aug-22	Procurement Threshold (Value)
82	Digital Camera	2	G	Partial	RFQ	N$ -	Jul-22	Procurement Threshold (Value)
83	Ladder	Various	G	Yes	RFP	N$ 15,000.00	Sep-22	
84	GPS	Various	G	No	DP	N$ 20,000.00	Oct-22	
85	Server	1	G	No	RFQ	N$ 300,000.00	Jun-22	
86	Office Fridge	2	G	Yes	SV	N$ 16,000.00	Jul-22	Procurement Threshold (Value)
				102- VEHICLES				
Procurement No. (e.g. 1,2,3...)	**Description (include lots if applicable)**	**Quantity**	**Category of Procurement**	**Procurement reserved in terms of the Directive on Local Sourcing**	**Procurement Method**	**Estimated Value (N$)**	**Scheduled Date for Invitation of Bids**	**Reason for deviating from the default method (where applicable)**
87	Accessories for Vehicles	1	G	Partial	RFQ	N$ -	Sep-22	Procurement Threshold (Value)
				DISASTER AND EMMERGENCY RESPONSES				
88	Building Materials for Shelters	Various	G	Yes	EP	N$ 200,000.00		
89	Food items	Various	G	Yes	EP			

Approved - Accounting Officer (Name): Regina Ndopu- Lubinda **Signature:** **Date:**

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: ZRC - Directorate of Planning, Monitoring & Evaluation

Financial Period: 2022-23

VOTE ...... Development Budget

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	Remarks
90	CDF Materials	Various	G	Yes	RB	N$ 1,600,000.00	Sep-22	Procurement Threshold	Funds are available
91	Planning of Lusese	1	CS	No	OAB	N$ 355,000.00	Aug-22		MTEF Budget
93	Planning of Sangwali	1	CS	No	OAB	N$ 355,000.00	Oct-22		MTEF Budget
94	Construction of services Ngoma	1	W	Yes	OAB	N$ 709,000.00	Aug-22		MTEF Budget
95	Surveying of Chichimane	1	W	No	OAB	N$ 709,000.00	Oct-22		MTEF Budget
96	Surveying of Sibbinda	1	W	No	OAB	N$ 118,000.00	Oct-22		MTEF Budget
97	Construction of services Kongola	3	W	No	OAB	N$ 946,000.00	Aug-22		MTEF Budget
									MTEF Budget
									MTEF Budget

VOTE: 104......... VAT Refund

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	Remarks
98	Council Properties Renovation	Various	W	Yes	OAB	N$ 6,500,000.00	Yearly		LA Hall
99	Revamping of ICT Infrastructure	Various	NCS	Partial	OAB	N$ 600,000.00	Sep-22		Improve the ICT systems and services at the , Telephone Management SystemRC and Constituency Offices
100	Other Minor Capital Projects	Various	W	Yes	OAB	N$ 7,600,000.00	Yearly		Capital projects, Office building Major maintenance
101	procurement of treatment medicine	10	G	yes	DP	N$ 20,000.00	Aug-22		
102	Servicing of fire extigusher and hose	80	W	No	DP	N$ 42,000.00	May-22	Limited Suppliers	
103	Procurement of A/C gas for Offices	10	G	No	DP	N$ 23,000.00	Jul-22	Limited Suppliers	
104	procurement of technical tools, GPS tools	Various	G	No	DP	N$ 100,000.00	Aug-22	Limited Suppliers	
105	Servicing of genset	Various	W	No	DP	N$ 60,000.00	Jul-22	Limited Suppliers	
106	Procurement of treatment pumps	10	G	No	DP	N$ 500,000.00	Jul-22	Limited Suppliers	

VOTE........ Rural Services

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	Remarks
107	Supply Project Material for Micro-Finance (2021/22 & 2022/23 FY)	Various	G	Yes	RB	N$ 538,462.00	Jul-22	Procurement Threshold	Upon budget approval
108	Supply Project Material for Micro-Finance (2021/22 & 2022/23 FY)	Various	G	Yes	SVP	N$ 538,462.00	Jul-22	Procurement Threshold	
109	Supply of Project Material for Cash/Food for work programme (2021/22 & 2022/23 FY).	Various	G	Yes	RB	N$538,462.00	Jul-22	Procurement Threshold	
110	Supply of Project Material for Cash/Food for work programme (2021/22 & 2022/23 FY).	Various	G	Yes	SVP	N$538,462.00	Jul-22	Procurement Threshold	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	Remarks
111	Supply and delivery of Amalooloo VIP toilets: Rural Sanitation (2021/22 & 2022/23 FY)	Various	G	Yes	DP	N$ 2,019,000.00	Jul-22	Limited Suppliers	
112	Construction Material For CLTS toilets: Rural Sanitation (2021/22 & 2022/23 FY)	Various	G	Yes	RB		Jul-22	Procurement Threshold	Upon budget approval
113	Construction of Bulk Service for Zambezi Rural Development Center (2022/23 FY)	Various	W	Yes	OAB	N$ 6,000,000.00	Jul-22	Procurement Threshold	Upon budget approval
114	Construction of Bulk Service for Zambezi Rural Development Center (2022/23 FY)	Various	W	Partial	DP		Jul-22	Procurement Threshold	Upon budget approval
115	Supply Project Material for Food Security & Nutrition (2022/23 FY)	Various	G	Yes	RB	N$ 269 231.00	Sep-22	Procurement Threshold	
116	Supply Project Material for Food Security & Nutrition (2022/23 FY)	Various	G	Yes	SVP		Sep-22	Procurement Threshold	
117	One Region One Initiative (2022/2023)	Various	G	Yes	RB	N$ 500 000.00	Sep-22	Procurement Threshold	
Approved - Accounting Officer (Name): Regina Ndopu-Lubinda				**Signature:**			**Date:**		

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: Directorate of Education, Arts and Culture | Financial Period: 2022/2023

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	VOTE 022 - CLEANING MATERIALS							
	Toilet papers	100 000 rolls	G	Yes	RFQ	$ 200,000.00	01/06/2022	does not have sufficient items required.
	Air fresheners	230 each	G	Yes	RFQ	$ 3,450.00	01/06/2022	
	Dooms	800 each	G	Yes	RFQ	$ 2,800.00	01/06/2022	
	Hand Sanitiser	1000	G	Yes	RFQ	$ 120,000.00	01/06/2022	
	Floor stipper	100	G	Yes	RFQ	$ 200,000.00	01/06/2022	
	Disinfectant	20	G	Yes	RFQ	$ 36,000.00	01/06/2022	
	Face Musk	500	G	Yes	RFQ	$ 40,000.00	01/06/2022	
	Universal Cleaner	100	G	Yes	RFQ	$ 200,000.00	01/06/2022	
	Mops with handle	400	G	Yes	RFQ	$ 20,000.00	01/06/2022	
	Pine Gel (25L)	800	G	Yes	RFQ	$ 40,000.00	01/06/2022	
	Polish Oil Furniture (5L)	120	G	Yes	RFQ	$ 4,800.00	01/06/2022	
	Refuse Bags (Green, Yellow	500 Each	G	Yes	RFQ	$ 35,000.00	01/06/2022	
	Toilet Bowl Cleaners	75	G	Yes	RFQ	$ 3,000.00	01/06/2022	
	Hand Soap	1500	G	Yes	RFQ	$ 30,000.00	01/06/2022	
	Brooms	400	G	Yes	RFQ	$ 20,000.00	01/06/2022	
	Feather dust Long	100	G	Yes	RFQ	$ 7,000.00	01/06/2022	
	Feather Dust Short	100	G	Yes	RFQ	$ 7,000.00	01/06/2022	
	Scoring powder	50	G	Yes	RFQ	$ 400.00	01/06/2022	
	Handy andy	50	G	Yes	RFQ	$ 1,000.00	01/06/2022	
	Washing powder	20	G	Yes	RFQ	$ 1,000.00	01/06/2022	
	Sunlight light	100	G	Yes	RFQ	$ 15,000.00	01/06/2022	
	All purpose cleaner	50	G	Yes	RFQ	$ 5,000.00	01/06/2022	
	Domestos	50	G	Yes	RFQ	$ 1,000.00	01/06/2022	
	Floorpolish	100	G	Yes	RFQ	$ 2,000.00	01/06/2022	
	Tile cleaner	100	G	Yes	RFQ	$ 1,000.00	01/06/2022	
	Toilet Cleaner	100	G	Yes	RFQ	$ 2,000.00	01/06/2022	
	Dish washing Liquid (5L)	300	G	Yes	RFQ	$ 10,000.00	01/06/2022	
	STATIONERY							
	Toners and ink Cartridgess	1000	G	Yes	RFQ	$ 3,000,000.00	01/07/2022	
	Photocopy Paper A4	300 000	G	Yes	EPE	$ 3,000,000.00	01/07/2022	
	Photo copy paper A3	200	G	Yes	EPE	$ 16,000.00	01/07/2022	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Sharpener	1500	G	Yes	EPE	$ 6,000.00	01/07/2022	
	Prestic	50	G	Yes	EPE	$ 2,000.00	01/07/2022	
	Subject File	200	G	Yes	EPE	$ 10,000.00	01/07/2022	
	Suspension File	500	G	Yes	EPE	$ 25,000.00	01/07/2022	
	Eresers	1000	G	Yes	EPE	$ 6,000.00	01/07/2022	
	Colouring pencil	500	G	Yes	EPE	$ 12,000.00	01/07/2022	
	Calculators	1000	G	Yes	EPE	$ 60,000.00	01/07/2022	
	Registers (Attendence, trip authorities, Cumilative Cards	5000	G	Yes	EPE	$ 50,000.00	01/07/2022	
	Pen Black	2000	G	Yes	EPE	$ 60,000.00	01/07/2022	
	Exercise books A4 72pg	6000	G	Yes	EPE	$ 30,000.00	01/07/2022	
	Pencil	2000	G	Yes	EPE	$ 20,000.00	01/07/2022	
	Ribbon (for tying files)	60	G	Yes	EPE	$ 10,000.00	01/07/2022	
	Buff tape	120 rolls	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Punch Small Two Holes	120	G	Yes	EPE	$ 15,000.00	01/07/2022	
	Punch Heavy Duty	130	G	Yes	EPE	$ 20,000.00	01/07/2022	
	Stapler Light	120	G	Yes	EPE	$ 10,000.00	01/07/2022	
	Staple Heavy Duty 10	130	G	Yes	EPE	$ 10,000.00	01/07/2022	
	Staple Pins Heavy Duties	30 boxes	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Staple Pins light 8	80	G	Yes	EPE	$ 500.00	01/07/2022	
	Memo Pad	300	G	Yes	EPE	$ 200.00	01/07/2022	
	Permanent markers Blue, Red, Green	400	G	Yes	EPE	$ 3,000.00	01/07/2022	
	Glue	200	G	Yes	EPE	$ 400.00	01/07/2022	
	Lever Arch File	300	G	Yes	EPE	$ 3,000.00	01/07/2022	
	Paper Clip (Boxes)	80	G	Yes	EPE	$ 150.00	01/07/2022	
	Press tick	120	G	Yes	EPE	$ 200.00	01/07/2022	
	Envelope E1	300	G	Yes	EPE	$ 200.00	01/07/2022	
	Envelope E2	300	G	Yes	EPE	$ 200.00	01/07/2022	
	Envelope E3	500	G	Yes	EPE	$ 200.00	01/07/2022	
	Envelope E4	400	G	Yes	EPE	$ 200.00	01/07/2022	
	Envelope E5	100	G	Yes	EPE	$ 200.00	01/07/2022	
	File Divider	100	G	Yes	EPE	$ 2,000.00	01/07/2022	
	Envelope E6	100	G	Yes	EPE	$ 3,000.00	01/07/2022	
	Mop trolley	4	G	Yes	EPE	$ 20,000.00	01/07/2022	
	Trigarring paint	8	G	Yes	EPE	$ 20,000.00	01/07/2022	
	Notebook	50	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Ruler	20	G	Yes	EPE	$ 100.00	01/07/2022	
	Striker Notes	100	G	Yes	EPE	$ 5,000.00	01/07/2022	
	Scissor	12000	G	Yes	EPE	$ 300.00	01/07/2022	
	Files Leaver Ark	1000	G	Yes	EPE	$ 50,000.00	01/07/2022	
	White Board Duster	100	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Flip file	1000	G	Yes	EPE	$ 6,000.00	01/07/2022	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Highlighter	20	G	Yes	EPE	$ 300.00	01/07/2022	
	Ring Bidders	2000	G	Yes	EPE	$ 3,000.00	01/07/2022	
	Hardcover books A4 Green/Black	1000	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Clip board	50	G	Yes	EPE	$ 5,000.00	01/07/2022	
	Push pins	50	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Seal Tape	100	G	Yes	EPE	$ 1,000.00	01/07/2022	
	Flip charts	100	G	Yes	EPE	$ 5,000.00	01/07/2022	
	Science materials (practical)	100	G	Yes	DP	$ 25,000.00	01/07/2022	
	File fastener	100	G	Yes	EPE	$ 2,000.00	01/07/2022	
	VOTE 101 - EQUIPMENTS							
	Laptop	10	G	Yes	ONB	$ 150,000.00	01/07/2022	
	Shredding Machine	1	G	Yes	ONB	$ 5,290.00	01/07/2022	
	Book trolly	2	G	Yes	ONB	$ 6,000.00	01/07/2022	
	Binding Machine	2	G	Yes	ONB	$ 6,236.84	01/07/2022	
	Soft ware	10	G	Yes	ONB	$ 15,000.00	01/07/2022	
	Scanner	4	G	Yes	ONB	$ 34,398.52	01/07/2022	
	Three leg Pots black	104	G	Yes	ONB	$ 420,000.00	01/07/2022	
	Desktop Computer	25	G	Yes	ONB	$ 500,000.00	01/07/2022	
	Laminating Machine	2	G	Yes	ONB	$ 5,060.00	01/07/2022	
	Dustbins	20	G	Yes	SVP	$ 20,000.00	01/07/2022	
	Washing machine	1	G	Yes	SVP	$ 8,000.00	01/07/2022	
	Phone Receivers	8	G	Yes	SVP	$ 2,400.00	01/07/2022	
	External Hard Drive	20	G	Yes	SVP	$ 20,000.00	01/07/2022	
	Keyboard	20	G	Yes	ONB	$ 4,000.00	01/07/2022	
	mouse pad	20	G	Yes	ONB	$ 500.00	01/07/2022	
	mouse	20	G	Yes	ONB	$ 1,500.00	01/07/2022	
	Printer	10	G	Yes	ONB	$ 50,000.00	01/07/2022	
	Children's table	20	G	Yes	ONB	$ 20,000.00	01/07/2022	
	Canon Video Camera	1	G	Yes	ONB	$ 3,000.00	01/07/2022	
	Office Cabinet	6	G	Yes	ONB	$ 8,000.00	01/07/2022	
	Memory Stick 8GB	15	G	Yes	SVP	$ 1,950.00	01/08/2022	
	Electric Generator	9	G	Yes	RFQ	$ 180,000.00	01/08/2022	
	12000 Btu/hr Wall Split AirConditioners	15	G	Yes	ONB	$ 100,000.00	01/09/2022	
	Smart Touch Screens	2	G	Yes	ONB	$ 300,000.00	01/09/2022	
	Garzzebo	6	G	Yes	ONB	$ 50,000.00	01/09/2022	
	Electric Jug Oil Pot 200l	14	G	Yes	ONB	$ 1,300,000.00	01/09/2022	
	Electric Fying Pan	7	G	Yes	ONB	$ 120,000.00	01/09/2022	
	Gas Stove	7	G	Yes	ONB	$ 70,000.00	01/09/2022	
	Deep Freezers	7	G	Yes	RFQ	$ 49,000.00	01/09/2022	
	PA System	1	G	Yes	RFQ	$ 50,000.00	01/09/2022	
	Fridge	7	G	Yes	RFQ	$ 50,000.00	01/09/2022	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Electric Iron	5	G	Yes	RFQ	$ 1,000.00	01/09/2022	
	Iron board	5	G	Yes	RFQ	$ 1,000.00	01/09/2022	
	Electric Stove	10	G	Yes	RFQ	$ 500,000.00	01/09/2022	
	water disperser	10	G	Yes	RFQ	$ 20,000.00	01/09/2022	
	Sowing Machine	2	G	Yes	RFQ	$ 10,000.00	01/09/2022	
	Balanced scal (small and big)	18	G	Yes	RFQ	$ 50,000.00	01/09/2022	
	Projector	2	G	Yes	RFQ	$ 10,000.00	01/09/2022	
	Camping equipments set	20	G	Yes	ONB	$ 500,000.00	01/09/2022	
	Electric Bread Slicer	8	G	Yes	ONB	$ 24,000.00	01/09/2022	
	Electric potato pillar	8	G	Yes	ONB	$ 24,000.00	01/09/2022	
	Food Trolleys	14	G	Yes	ONB	$ 40,000.00	01/09/2022	
	Tablet (computer)	1	G	Yes	ONB	$ 20,000.00	01/09/2022	
	Shefing Dish	470	G	Yes	ONB	$ 470,000.00	01/09/2022	
	36000 BTU Cassettee Air conditiner	2	G	Yes	RFQ	$ 250,000.00	01/09/2022	
	strong room steel door lock mechanism	1	G	Yes	RFQ	$ 35,000.00	01/09/2022	
	BOSCH GL M400 CL Blaze outdoor	1	G	Yes	RFQ	$ 1,500.00	01/09/2022	
	Four lever locks complete	50	G	Yes	RFQ	$ 5,000.00	01/09/2022	
	Drainage Pumps	5	G	Yes	RFQ	$ 25,000.00	01/09/2022	
	10 000litres tanks	10	G	Yes	RFQ	$ 130,000.00	01/09/2022	
	Steel door		G	Yes	RFQ	$ 30,000.00	10/10/2022	
	Aluminium framed notice board (1200 x 900mm &1000 x 00mm).	40	G	Yes	RFQ	$ 45,000.00	10/10/2022	
	8m measuring tape	2	G	Yes	SVP	$ 150.00	10/10/2022	
	10 KM measuring wheel	1	G	Yes	SVP	$ 1,500.00	10/10/2022	
	Pop revert gun	2	G	Yes	SVP	$ 400.00	10/10/2022	
	Concrete Mixer	1	G	Yes	SVP	$ 25,000.00	10/10/2022	
	Plate Compactor	1	G	Yes	RFQ	$ 9,000.00	10/10/2022	
	Concrete Poker Vibrator	1	G	Yes	RFQ	$ 9,000.00	10/10/2022	
	Pik	10	G	Yes	SVP	$ 2,000.00	10/10/2022	
	Bonding Liquid 5l	20	G	Yes	RFQ	$ 20,000.00	10/10/2022	
	Full body ceramic tiles	1000	G	Yes	RFQ	$ 50,000.00	10/10/2022	
	Wall tiles	100	G	Yes	SVP	$ 10,000.00	10/10/2022	
	Tile adhesive	50	G	Yes	SVP	$ 5,000.00	10/10/2022	
	3mm Spacer	100	G	Yes	SVP	$ 500.00	10/10/2022	
	42 CEM II Cement	300	G	Yes	RFQ	$ 36,000.00	10/10/2022	
	Paint printer 201	50	G	Yes	RFQ	$ 21,000.00	10/10/2022	
	Arclin PVA Paimer 201	20	G	Yes	RFQ	$ 51,000.00	10/10/2022	
	Ant poisoining	20	G	Yes	RFQ	$ 25,000.00	10/10/2022	
	Metal Paint 5 l	20	G	Yes	RFQ	$ 26,000.00	10/10/2022	
	2mm Underground cable 100m	20	G	Yes	RFQ	$ 20,000.00	10/10/2022	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	one way switch	5	G	Yes	RFQ	$ 4,000.00	10/10/2022	
	two way switch	100	G	Yes	RFQ	$ 4,000.00	10/10/2022	
	Lithonia lighting 4ft led	100	G	Yes	RFQ	$ 22,000.00	10/10/2022	
	Lithonia lighting 5ft led	100	G	Yes	RFQ	$ 25,000.00	10/10/2022	
	Flood light	20	G	Yes	RFQ	$ 5,000.00	10/10/2022	
	Tool box	2	G	Yes	RFQ	$ 8,000.00	10/10/2022	
	Safety books	6	G	Yes	RFQ	$ 2,500.00	10/10/2022	
	Welding helmet	1	G	Yes	RFQ	$ 1,500.00	10/10/2022	
	Generator	1	G	Yes	RFQ	$ 30,000.00	10/10/2022	
	Fuel Gerry cans	8	G	Yes	RFQ	$ 2,000.00	10/10/2022	
	Metal Conditioner	20	G	Yes	RFQ	$ 36,000.00	10/10/2022	
	ICT Equipments	50	G	Yes	ONB	$ 500,000.00	10/10/2022	
	Submersible Pumps	7	G	Yes	ONB	$ 105,000.00	10/10/2022	
	VOTE 101 - FURNITURE							
	Chair High back	500	G	Yes	ONB	$ 4,000,000.00	10/10/2022	
	Chair Visitors	2000	G	Yes	ONB	$ 4,000,000.00	10/10/2022	
	Chair Size 3	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 5	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 6	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 7	3000	G	Yes	ONB	$ 3,000,000.00	10/10/2022	
	desk Size 3	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 5	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 6	2000	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Size 7	3000	G	Yes	ONB	$ 3,000,000.00	10/10/2022	
	Chair Dinning Hall (hostel)	1000	G	Yes	ONB	$ 1,000,000.00	10/10/2022	
	Table Dinning Hall (hostel)	1000	G	Yes	ONB	$ 500,000.00	10/10/2022	
	Coffee maker -workshops	2	G	Yes	SVP	$ 6,000.00	10/10/2022	
	Table Cloths	20	G	Yes	RFQ	$ 30,000.00	10/10/2022	
	Flag Poles with stands	6	G	Yes	SVP	$ 15,000.00	10/10/2022	
	Folding tables steel	20	G	Yes	RFQ	$ 50,000.00	10/10/2022	
	Plastic chairs	300	G	Yes	RFQ	$ 70,000.00	10/10/2022	
	table for teacher	100	G	Yes	ONB	$ 120,000.00	10/10/2022	
	Mattress	3000	G	Yes	ONB	$ 3,000,000.00	10/10/2022	
	Office Table	200	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Filling Cabinet	50	G	Yes	ONB	$ 2,000,000.00	10/10/2022	
	Pegion Hall	10	G	Yes	ONB	$ 50,000.00	10/10/2022	
	Bunk beds for hostels	1000	G	Yes	ONB	$ 5,000,000.00	10/10/2022	
	Cylling tent	5	G	Yes	SVP	$ 15,000.00	10/10/2022	
	Adapters	20	G	Yes	SVP	$ 5,000.00	10/10/2022	
	Extension Code	20	G	Yes	SVP	$ 10,000.00	10/10/2022	
	Heavy Duty Trolley	6	G	Yes	RFQ	$ 30,000.00	10/10/2022	
	Rake Orange	100	G	Yes	SVP	$ 2,000.00	10/10/2022	
	Washng basins	20	G	Yes	SVP	$ 1,000.00	10/10/2022	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Lockers	3000	G	Yes	ONB	$ 3,000,000.00	10/10/2022	
	VOTE 027 SERVICES							
	Catering Services	50	S	Yes	RFQ	$ 4,000,000.00	On going	
	Pest furmigation	100	S	Yes	RFQ	$ 80,000.00	01/08/2022	
	Water delivery	10000 l	S	Yes	DP	$ 80,000.00	01/08/2022	
	Water tank (5000 l)	15	S	Yes	RFQ	$ 7,000.00	01/08/2022	
	Hiring of Halls	5	S	Yes	SVP	$ 10,000.00	On going	
	Hiring of Warehouse for school	1	S	Yes	ONB	$ 600,000.00	01/07/2022	
	Transport of maize blend to schools	12	S	Yes	ONB	$ 1,200,000.00	On going	
	Supply of Gas	220 (48KG)	S	Yes	RFQ	$ 418,000.00	On going	
	Textbook distrubuter	120	S	Yes	DP	$ 1,000,000.00	On going	
	Procurement of textbooks	22000	S	Yes	DP	$ 5,000,000.00	On going	
	Training of Staff members	100	S	Yes	DP	$ 150,000.00	On going	
	Security services	5 BIDDERS	S	Yes	ONB	$ 2,640,000.00	Jul-22	
	VOTE CAPITAL PROJECT							
	Construction of Classroms & Office blocks	15	w	Yes	ONB	$ 50,000,000.00	On going	
	Minor works (repair potholes,Uproot, cuting tree)	10	w	Yes	RFQ	$ 20,000.00	On going	
	Hanging line	4	w	Yes	SVP	$ 3,000.00	On going	
	Renovation of Classrooms & offices	20	w	Yes	ONB	$ 20,000,000.00	On going	
	VOTE 023 - TRANSPORT							
	Lubricants (Diesel , Fuel & Oil)	Various	G	Yes	DP	$ 127,000.00	On going	
	Leasing of Vehicles	22	G	Yes	DP	$ 12,000.00	On Going ,Multi Year Contract	
	Settlement of damaged Lease vehicles (Previous Contract)	4	G		DP	$ 482,880.00	Jul-22	N/A
	Tyres	84	G	Yes	RFQ SVP	$ 20,000.00	On going On going	
	Batteries	24	G	Yes	SVP	$ 30,000.00	On going	
	Procurement of New Vehicles	3	G	Yes	ONB	$ 1,200,000.00	Aug-22	
	Air ticket	16	G	Yes	DP	$ 25,000.00	On going	
					TOTAL	$ 144,338,865.36		

Approved - Accounting Officer (Name): ....

Date: ....

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: WORKS - MAINTENANCE

Financial Period: 2022/2023

Procurement No. **(e.g. 1,2,3...)**	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Supply an delivery of Cleaning and Office stationaries to the Works Maintenance for a period of 12 months	Various	G	Yes	RFQ	200,000	18/05/2022	
2	Supply and delivery of Electrical, plumbing, Carpetry, Mechanical, building and Welding Materials to Works Maintenance for a period of 12 months	Various	G	Yes	RFQ	250,000.00	18/05/2022	
3	Transport(Fuel, Lubricates and repairs)	Various	G	Yes	DP	300,000.00	18/05/2022	
4	Utilities(Water and Electricity)	Various	G	Yes	DP	600,000.00	01/04/2022	
5	Maintenance of Government infrastructure(Civil, Electrical and Mechanical) For 12 Months	Various	W	Partial	OAB	240,000.00	01/04/2022	
6	Other Services	Various	NCS	Partial	SVP	20,000.00	18/05/2022	

Approved - Accounting Officer (Name): Regina Ndopu-Lubinda

Signature:

Date:

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: ZRC - DIRECTORATE OF WATER SUPPLY AND SANITATION COORDINATION

Financial Period:2022/2023

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Stationaries	1	G	Yes	RFQ	93,810	30/06/2022	N/A
2	Cleaning Materials	1	G	Yes	RFQ	34,054	30/06/2022	N/A
3	Electric Supplies	1	G	Yes	SVP	212,942	09/05/2022	N/A
4	Mechanical Supplies	1	G	Yes	SVP	212,942	09/05/2022	N/A
5	Civil Materials	1	G	Yes	SVP	212,942	09/05/2022	N/A
6	protective clothings (Uniforms)	1	G	Yes	RFQ	36,350	22/07/2022	N/A
7	Others-Sanitation materials	1	G	Yes	RFQ	231,250	28/10/2022	N/A
8	Office Computer Supplies	1	G	Yes	RFQ	40,000	08/08/2022	N/A
9	Genaral Office Supplies	1	G	Yes	RFQ	20,000	12/06/2022	N/A
10	Tyres and Batteries	1	NCS	Yes	RB	70,000	22/07/2022	N/A
11	Reapirs & Maintenance of vehicles	1	NCS	Yes	RB	166,000	30/06/2022	N/A
12	Others	1	G	Yes	RFQ	13,200	30/06/2022	N/A
13	Courier Charges	1	CS	Yes	DP	18,000	30/06/2022	N/A
14	Water &Sewarage charges &Electricity	1	CS	Yes	DP	172,000	30/06/2022	N/A
15	(Others)Pumping of Septic Tanks	1	CS	Yes	DP	4,000	30/06/2022	N/A
16	Other- Maintenance Expenses-Reapir of Air co	1	W	Yes	DP	14,170	09/05/2022	N/A
17	Office Equipments	1	G	Yes	RFQ	40,000	01/09/2023	N/A
18	Borehole Equipments	1	NCS	yes	RFQ	908,340	09/05/2022	N/A

Approved - Accounting Officer (Name): Regina Ndopu -Lubinda

Signature:

Date:

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: ZRC - Gender Equality Poverty Eradication and Social Welfare

Financial Period: 2022 -23

VOTE 022....

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Gel pine 25 ltrs	50	G	Yes	DP	N$ 35 000.00	Jun-22	
2	Dish wash	40	G	Yes	DP	N$ 8 000.00	Jun-22	
3	Insect side	50	G	Yes	DP	N$ 15 000.00	Jun-22	
4	Floor striper	60	G	Yes	DP	N$ 25 000.00	Jun-22	
5	Mr Min	100	G	Yes	DP	N$ 30 000.00	Jun-22	
6	Air Freshener	100	G	Yes	DP	N$ 10 000.00	Jun-22	
7	Mops	150	G	Yes	DP	N$ 30 000.00	Jun-22	
8	Brooms	150	G	Yes	DP	N$ 25 000.00	Jun-22	
9	Washing powder	10	G	Yes	DP	N$ 10 000.00	Jun-22	
10	Hand Sanitisers	400	G	Yes	DP	N$ 20 000.00	Jun-22	
11	Face Masks	300	G	Yes	DP	N$ 50 000.00	Jun-22	
12	Hand Gloves	2000	G	Yes	DP	N$ 10 000.00	Jun-22	
13	Wheelbarrow	6	G	Yes	DP	N$ 10 000.00	Jun-22	
14	Axes	10	G	Yes	DP	N$ 6 000.00	Jun-22	
15	Pangas	10	G	Yes	DP	N$ 3 000.00	Jun-22	
16	Rakes	10	G	Yes	DP	N$ 8 000.00	Jun-22	
17	Overal dress	4	G	Yes	DP	N$3 000.00	Jun-22	
18	Trousers	4	G	Yes	DP	N$ 3 000.00	Jun-22	
19	T-shirts	4	G	Yes	DP	N$ 2500.00	Jun-22	
20	Boots	4	G	Yes	DP	N$4 000.00	Jun-22	
21	Mechanic suits	4	G	Yes	DP	N$3 000.00	Jun-22	
22	Mulit-purpose Disinfectent	100	G	Yes	DP	N$ 15 000.00	Jun-22	
23	Deo blocks	200	G	Yes	DP	N$ 10 000.00	Jun-22	
24	Photcopy paper A4	30 boxes	G	Yes	DP	N$ 15,000.00	Jun-22	
25	Staples	30	G	Yes	DP	N$ 10	Jun-22	
26	Carbon paper	100	G	Yes	DP	N$ 2,000.00	Jun-22	
27	Liver Arch files	50	G	Yes	DP	N$ 5,000.00	Jun-22	
28	file divides	100	G	Yes	DP	N$ 5,000.00	Jun-22	
29	Pens	300	G	Yes	DP	N$ 500.00	Jun-22	
30	Rulers	50	G	Yes	DP	N$ 200.00	Jun-22	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
31	Cube refill	50	G	Yes	DP	N$ 8,000.00	Jun-22	
32	Dairy books	30	G	Yes	DP	N$ 7,600.00	Jun-22	
33	Steples pins	50 boxes	G	Yes	DP	N$ 5,000.00	Jun-22	
34	Envelops A4	300	G	Yes	DP	N$ 12,000.00	Jun-22	
35	Envelops A3	300	G	Yes	DP	N$ 12,000.00	Jun-22	
36	Marck pen	30	G	Yes	DP	N$ 4,000.00	Jun-22	
37	filp chater	10	G	Yes	DP	N$ 5,000.00	Jun-22	
38	Punch	30	G	Yes	DP	N$ 3,000.00	Jun-22	
39	Paper clips	40	G	Yes	DP	N$ 1,000.00	Jun-22	
40	File Cover Green	5000	G	Yes	DP	N$ 10 000.00	Jun-22	
41	Staple Heavy Duty 10	10	G	Yes	DP	N$ 7,000.00	Jun-22	
42	Buff tape (for sealing boxes)	30	G	Yes	DP	N$ 2,000.00	Jun-22	
43	Gender Task Force	6	G	Yes	DP	N$ 75,000.00	Jun-22	
44	GBV campaign	6	G	Yes	DP	N$ 92,000.00	Jun-22	

VOTE........ Travel and Subsistence Expenses

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
45	Child welfare	14	NCS	No	DP	N$ 80 000.00		
46	Administration	1	NCS	No	DP	N$60 000.00		
47	Gender	1	NCS	No	DP	N$40 000.00		
48	Social Protection	15	NCS	No	DP	N$60 000.00		
49	Community	11	NCS	No	DP	N$ 60 000.00		

VOTE.......Services

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
50	Child care and protection	500	NCS	Partial	RFQ	N$ 10,000.00	Jun-22	
51	Child care and protection	500	NCS	Partial	RFQ	N$ 10,000.00	Sep-22	
52	Community	30	NCS	Partial	RFQ	N$ 30,000.00	Jul-22	
53	Child care and protection	90	NCS	Partial	RFQ	N$ 31,000.00	Aug-22	
54	Social Protection	25	NCS	Partial	RFQ	N$ 30,000.00	Aug-22	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
55	GBV Campagin	10	NCS	Partial	RFQ	N$ 75,000.00	Jul-22	
56	Gender Task Force		NCS	Partial	RFQ	N$ 92,000.00	Jul-22	
57	Construction and renovation of Homes of Safety and Shelters	6	NCS	Partial	OAB		Jul-22	

Approved - Accounting Officer (Name): Regina Ndopu-lubinda **Signature:** **Date:**

Republic of Namibia
Annual Procurement Plan

VOTE 022...... Materials and Supplies

Name of Public Entity: ZRC- MICT

Financial Period: 2022/2023

Procurement No. **(e.g. 1,2,3...)**	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	**Protective clothing:** gloves-PVC-8, face masks-20, hand sanitiser 25L, Overal ladies x1, suit mechanic x4, Comfy shoes x1, Safety shoes x2, dust coat-1, shirt two tone-1, golf tshirt-5, veld shoes-3	Various	G	Yes	RFQ	$5,000.00	May-22	
2	**Cleaning Materials:** Toilet paper-480 rolls, Air freshner-48, Dish wash-3×5 litres, Doom-12, Toilet disinfectant-6, refuse bags-40, Deo blocks-15, All purpose cream cleaner 5, Gel pine-10L, brooms-4, mops-4, plastic rake-3, feather duster-4, cleaning cloths-10,	Various	G	Yes	RFQ	$15,000.00	May-22	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
3	**General office supplies**: Photocopy papers-40 boxes, pens-2 boxes, trip authority books-15, toners for hp color laser jet Pro MFP M283fdw printer -4, CAT.151432 (B18) exercise book, Kit issue voucher-3, selo tape-10, receipt voucher register-1 bunch,	Various	G	Partial	RFQ	$12,187.00	Aug-22	

VOTE 027...... Other Goods and Services

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
4	'Other goods and services: Sage pastel evolution training,	Various	G	Partial	DP	$20,375.00	Aug-22	

Approved - Accounting Officer (Name): Regina Ndopu-Lubinda	**Signature:**	**Date:**

Republic of Namibia

Annual Procurement Plan

Name of Public Entity: LAND REFORM

Financial Period: 2022 / 23

VOTE: 022 ...... Stationaries

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	A4 Printing Papers	50	G	Yes	RFQ	$ 20,000.00	August	
2	Refuse Plastic bags	25	G	Yes	RFQ	$ 6,000.00	August	
3	Hand gloves	20	G	Yes	RFQ	$ 5,000.00	August	
4	Trip Authority Books	20	G	Yes	RFQ	$ 3,000.00	August	
5	Toilet Papers	20	G	Yes	RFQ	$ 3,000.00	August	
6	Leaf rake	4	G	Yes	RFQ	$ 1,000.00	August	
7	Pentel BK77 SUPERB	30	G	Yes	RFQ	$ 2,000.00	August	
8	Staple Pin Removers	15	G	Yes	RFQ	$ 1,000.00	August	
9	Sunlight (Liquid Soap 25 L)	8	G	Yes	RFQ	$ 6,000.00	August	
10	Gel Pine 25 L	8	G	Yes	RFQ	$ 6,000.00	August	
11	Toilet Brush	10	G	Yes	RFQ	$ 1,500.00	August	
12	Wheel Barrows	2	G	Yes	RFQ	$ 2,000.00	August	
13	Toner Catridges	2	G	Yes	RFQ	$ 5,500.00	August	
14	Sticker readers	20	G	Yes	RFQ	$ 1,000.00	November	
15	Paper dividers	50	G	Yes	RFQ	$ 500.00	November	
16	Shredder	1	G	Yes	RFQ	$ 6,500.00	November	

VOTE: 043 - Subsides To Regional Council

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
17	Siting and Transport Allowance	6	NCS	No	DP	$ 37,500.00	Six Months	
18	Accomodation and Meals	6	NCS	No	RFQ	$ 37,500.00	Six Sitting	

VOTE: 023........ Transport

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
19	Fuel and Lubricants	4	NCS	Yes	RFQ	$ 120,000.00	Monthly	

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)

VOTE: 021.......DSA

Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
20	Advance and Subsistance Allowance	12	NCS	No	DP	$ 66,000.00	Ongoing	

Approved - Accounting Officer (Name): Regina Ndopu-Lubinda | **Signature:** | **Date:** 2022 -09- 22