

Republic of Namibia
Annual Procurement Plan

Name of Public Entity: Ministry of Finance and Public Enterprises

Financial Period: 01 April 2025 to 31 March 2026

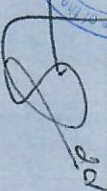
KINDLY REFER TO THE POP-UP COMMENT UNDER EACH HEADING AND GUIDING NOTES FOR HINTS ON HOW THIS TEMPLATE SHOULD BE POPULATED

Procurement No. (e.g. 1,2,3...)	Description of Procurement (include lots if applicable)	Quantity	Procurement Category	Is the procurement reserved in terms of the Code of Good Practice?	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Procurement of Transportation of Household of retired staff members) for the period of 36 months	20	NCS	Yes	RFQ	800,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
2	Procurement of all kind of Stationaries which includes Cartridges and Toners, Photocopy papers, Arch files, Pens, writing pads, staples, Envelopes, Office Calculators, Receipts books, Auditing Guides, etc for the period of 36 months	3	G	Yes	ONB	3,000,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
3	Procurement of Shredder Machines, Binding Machines, Laminating Machines for Medical Aid Division, Wireless Presenter Pinter for Medical Aid Division, Projectors, Shelves, Chairs and Electrical Accessories, etc	Various	G	No	RFQ	301,000.00	01 April 2025 to 31 March 2026	It is too costly to apply, given the value of procurement, to be advertised on E-GP Portal
4	Desktop Computers, Monitors, Laptops with Carrying Cases (Bags), Printers, etc.	30	G	Yes	RFQ	320,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal

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5	Procurement of a Data Capturing and Reporting System	1	G	Yes	RFQ	600,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
6	Procurement of Consultancy Services for the Development of a National Procurement Strategy, a Manual and Conduct Training on Record Keeping in Procurement Act, Assessment of the Litigious Nature of the Public Procurement Act	3	G	Yes	RFQ	2,300,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
7	Design, Layout and printing of 2024/25 PPU Annual Report	1	G	Yes	RFQ	200,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
8	Production of the Citizens Guide to the Budget (CGB) - translation, design, layout, printing and distribution	150,000	NCS	Yes	RFQ	505,000.00	Feb-25	To be advertised on E-GP Portal
9	Procurement of Venues for NAMTRIMO Model Training	15 People	NCS	No	RFQ	400,000.00	May-25	Is not efficient or practical for the procurements in question
10	Procurement of Venues for the Annual retreat for Macro-Economic Modelling and Simulations for GDP Estimates and Projections	15 People	NCS	No	RFQ	400,000.00	Jul-25	Is not efficient or practical for the procurements in question
11	PSEMAS Administrator's Fees	12	NCS	Yes	ONB	84,000,000.00	01 April 2025 to 31 March 2026	N/A

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12	PSEMAS Forensic and Compliance Audit	1	CS	NA	ONB	5,000,000.00	01 April 2025 to 31 March 2026	N/A
13	Promotional Items / Material - eg. Pens, Water Bottles, T-shirts, Note Books, Gazebos, Pull-up Banners, Wall Banners, Flyers, Brochures, Pamphlets, etc (Items to be branded as per Directorates/Division/Sections request/specifications.	Various	G	Yes	RFQ	500,000.00	01 April 2025 to 31 March 2026	To be advertised on E-GP Portal
14	PSEMAS Membership System	1	NCS	Yes	ONB	20,000,000.00	01 April 2025 to 31 March 2026	N/A
15	PE Transformation / Restructuring Strategies	1	NCS	Yes	RFQ	1,000,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
16	Board of Directors Induction Training	3	NCS	Yes	EPE	2,000,000.00	TBD	The Public Entity (NIPAM) has the capacity to do the work on behalf of the Government in terms of facilitating trainings
17	Board of Directors Skills Training	2	NCS	Yes	RFQ	500,000.00	TBD	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
18	Board of Directors Recruitment (Placement of Notice for Board Vacancy)	Various	NCS	Yes	RFQ	500,000.00	Throughout the Year	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal

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19	Ministerial Stakeholders Engagement (Public Relations Office, EPAS, PPU, etc...)	Various	NCS	Yes	RFQ	2,500,000.00	TBD	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
20	Overhauling of Fiscus Building Fire System and Fire System SLA	1	W	NA	DP	2,000,000.00	01 April 2025 to 31 March 2026	Sourcing the service from Specialised Service provider as per the SLA in place
21	Metal Detector Scanners (FISCUS BUILDING RECEPTION)	1	G	NA	DP	120,000.00	01 April 2025 to 31 March 2026	Sourcing the service from Specialised Service provider as per the SLA in place
22	Provision of CCTV and Installation for Fiscus Building and 344 Building	1	W	NA	DP	1,000,000.00	01 April 2025 to 31 March 2026	Sourcing the service from Specialised Service provider as per the SLA in place
23	Procurement of First Aid Materials	5	G	Yes	RFQ	50,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
24	CCTV's and Access Control SLA	1	W	NA	DP	350,000.00	01 April 2025 to 31 March 2026	Sourcing the service from Specialised Service provider
25	Video Production (Tabling of the National Budget), In-House Graphic Designer Contract, Production of Public Education Flyer, Media Day, Sound System for Budget Engagement, Airtime for Trade Fair Participation, etc...	Various	NCS	No	ONB	3,210,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question
26	Procurement for Consultancy Services and Legal Representatives	Various	CS	No	DP	7,000,000.00	01 April 2025 to 31 March 2026	Exemption granted in terms of Directive issued on 09/12/2022

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27	1. Training /Stakeholders Engagement Workshops 2. Stakeholder engagement workshop (Draft Directives on the Governance and Performance Agreement) 3. Stakeholder Engagement on the Revised Remuneration Directives 4. Training on PEGA, 2019 (2 training sessions planned) 5. Facilitate training on Corruption awareness and ethics for PEs staff members (2 training sessions planned)	Various	NCS	No	RFQ	2,500,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
28	Fiscus Building and 344 building's Access Control overhaul	1	W	No	DP	3,000,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question, be advertised on E-GP Portal
29	Procurement of Office Furniture	Various	G	Yes	ONB	1,129,000.00	01 April 2025 to 31 March 2026	Is not efficient or practical for the procurements in question
Approved - Accounting Officer (Name): MR. TITUS NDOVE							Signature: 	Date: 
							30/12/2024	