

REPUBLIC OF NAMIBIA

**OFFICE OF THE PRIME MINISTER**

***ANNUAL PROCUREMENT PLAN 2022-2023FY***

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Republic of Namibia  
Annual Procurement Plan

Name of Public Entity: OFFICE OF THE PRIME MINISTER				Financial Period: 2022/2023 FY				
Procurement No. (e.g. 123-)	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)
	<b>DPEEGM</b>							
	Supply and Delivery of SSL certificates to GRN Web Sites & Applications.	5	NCS	Partial	DP	350,000	22-Jul	
	Renewal of Internet resources (Afrinic & Ondis Internet) for GRN Internet and domain subscription	2	NCS	DP		120,000	22-Oct	
	Namix software & HSM Security Modules for eGovernment Interoperability	2	NCS	Yes	DP	2,520,000	Jun-22	
	Supply and delivery of Miscellaneous (IT supplies)	various	G	Yes	RFQ	1,500,000	May-22	
	supply and delivery of firewall to replace inner firewall	2	NCS	Partial	OAB	7,700,000	Sep-22	
	supply and delivery LAN Campus Switches	5	G	Yes	RFQ	1,000,000	May-22	
	Disaster Recovery Center	1	G	Yes	DP	1,300,000	May-22	
	Cyber Security Awareness	3	NCS	Yes	RFQ	100,000	May-22	
	Supply and delivery of hardware (EDRMS, UPX, SMART, IBR, E-Procurement and DR center Hardware).	3	G	Partial	OAB	17,000,000	Jul-22	
	Renewal of manage Engine Service Desk MSP Software License (300 Technicians and 10 000 Assets)	various	NCS	No	RFQ	1,700,000	Jul-22	
	EDRMS Maintenance Contract		NCS	No	DP	8,000,000	Jul-22	
	Mobile Development Training	7	NCS		RFQ	50,000	May-22	
	Acquiring of ISO Standard (Adopted for IT Policy 2017)	3	G	Yes	DP	30,000	Oct-22	
	Project Management Certification (PRINCE2, PMBOK, PMP)	3	NCS	Yes	DP	60,000	May-22	
	Foundation Implementation	3	NCS	Yes	DP	60,000	Jun-22	
	e-Government Awareness activities (Media, trade shows)		NCS	Yes	RFQ	50,000	Jun-22	

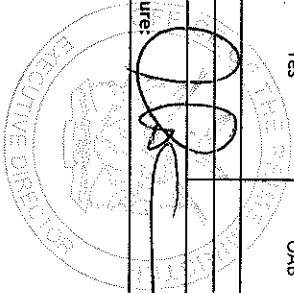
Procurement No. (e.g. 1,2,3-1)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N\$)	Scheduled Date for Initiation of Bids	Reason for deviating from the default method (where applicable)
	<b>CABINET SECRETARIAT</b>							
	provision for Cabinet Meetings (refreshments)	Various	NCS	Yes	RFQ	150,000	once every week	refreshment for Cabinet meetings for the whole financial year.
	Cleaning materials for the Cabinet Chamber	3	G	Yes	SVP	5,000	one procurement per quarter	small value
	Bi-Annual Cabinet Retreat - Venue and catering services	1	NCS	Yes	RFQ	150,000	date to be determined	
	Printers for the Department Cabinet Secretariat	3	G	Yes	RFQ	60,000	Aug-22	
	Fax machine for Records Management Office - Cabinet Secretariat	1	G	Yes	RFQ	15,000	Aug-22	
	CIO's Workshop / Training	1	NCS	Yes	RFQ	250,000	Jul-22	
	Cabinet Staffs Training and Development	1	NCS	Yes	RFQ	200,000	date to be determined	
	Rollout of e-Cabinet System (Consultant)	1	CS	Yes	RFP	5,000,000	Aug-22	consultant for the rollout of e-Cabinet System
	<b>DAITM</b>							
	provision for Air tickets for OPM staffs	Various	G	Yes	RFQ	1,000,000	2022-23fy	
	purchasing of stationeries for the office	Various	G	Yes	RFQ	1,000,000	once every quarter	
	Cleaning of cleaning materials for the office	Various	G	Yes	RFQ	1,000,000	once every quarter	
	Supply of Electrical Supplies and general office supplies for all OPM Buildings	Various	G	Yes	RFP	600,000	2022-23fy	Purchasing directly from the retailers
	Provision for transport, Tyres, batteries, minor repair for all OPM GRN vehicles	Various	NCS	Yes	RFQ	500,000	2022-23fy	
	Rental of hand sanitizers and foam dispensers and supply of consumables	Various	CS	Yes	RFQ	300,000	Jul-22	
	Install a complete Access Control and CCTV Camera at BPI House Building at OPM's Floors	1	W	Yes	RB	600,000	Aug-22	
	Develop a complete emergency evacuation plan including installation of emergency doors, marking of floors and staircases	Various	W	Yes	RFQ	200,000	Sep-22	
	Installation of additional camera's at OPM Building at Prosperita and Head Office	Various	W	Yes	RFQ	100,000	Oct-22	
	Security services to BPI House Building, DDRM and United House Building	1	NCS	Yes	OAB	2,000,000	Nov-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)
	Ware house fumigation, and mouse trap	Various	NCS	Yes	RFQ	60,000		fumigation of warehouse three times in the financial year.
	Tablets or Gadgets for capturing data during the beneficiaries registration and validation process.	14	G	Yes	RFQ	100,000	Aug-22	gadgets for the data capturing
	QR Scanners	14	G	Yes	RB	50,000	Jul-22	only few companies that can provide the scanners
	Voucher Invoice Bluetooth Printers	14	G	Yes	RB	100,000	Jul-22	only few companies that can provide the Printers
	Catering services for the Multi-hazard Disaster Planning Workshops	Various	NCS	Yes	RFQ	290,000	Various	only catering services
	catering services for the training commodities and beneficiaries information management system trainings at Regional levels	Various	NCS	Yes	SVP	15,000	Various	only catering services
	purchasing of laptops for Planning and Operation Subdivision - DDRM	6	G	Yes	RB	140,000	Aug-22	specific laptops are required, and only few bidders that can provide such laptops or software.
	provisions for conducting of Vulnerability Assessment and Analysis.	Various	G	Yes	RFQ	1,500,000	various	
	PSM							
	Wellness, Occupational Health and Safety Representatives Meetings	2	NCS	Yes	RFQ	140,000	2022 fy	
	Consultant to provide the Technical and Actuarial Review of PSEMAS	1	CS	Yes	RFP	1,000,000	Sep-22	It is a consultancy services
	Consultant to develop the Public Sector Administration & Management Bill	1	CS	Yes	RFP	250,000	Jul-22	It is a consultancy services
	HR Forum Workshop		NCS	Yes	RFQ	280,000	From July to Feb 2022	Catering services and venue
	Purchasing of overhead projector connector cables	10	G	Yes	SVP	15,000	Augst 2022	small value
	Purchasing of External Memory	20	G	Yes	RFQ	30,000	Jul-22	
	Venue and Catering services for the Policy Consultation Workshop with Trade Unions	1	CS	Yes	RB	150,000	July 2022	only Swakopmund Hotel or Lodges will be requested to quote, as the workshop will take place in Swakopmund.
	Venue and catering services for the Capacity Building for Intergrity Committees	4	NCS	Yes	RB	400,000	July -Aug 2022	only the Venues in the regions where the workshop will take place will be request for quotation.
	Projectors	3	G	Yes	SVP	11,000	Jul-22	
	Printers	6	G	Yes	RFQ	18,000	Aug-22	small 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)
	Provision for PSM training of POBs - Commonwealth	1	NCS	Yes	RFQ	180,000	June -222	
	PSM Automation - Smart deployment	Various	NCS	Yes	DP	200,000	2022-23fy	
	Provision for Training of key staff members on PMS in MURD (RCs and Las)	Various	NCS	Yes	DP	80,000	2022-23fy	
	Provision for workshops on Implementation of Charter guidelines and BPR Framework for OMAS and RCs	Various	NCS	Yes	DP	90,000	2022-23fy	
	Provision for Refresher training on the PMS M&E (Review and Reporting)	Various	NCS	Yes	DP	120,000	2022-23fy	
	printing services ( BPR framework, Customer Service Charters Guide, and PMS Policy, Framework & Guidelines)	3	NCS	Yes	RFQ	250,000	July - Sept 2022	
	Procurement for the celebration of the Africa Public Service Day	Various	NCS	Yes	RFP	250,000	June -222	Various procurement for the event.
	<b>DPSIR</b>							
	Consultation and Research - Citizen Satisfactory Survey	Various	NCS	Yes		575,000	2022-23fy	
	Consultant to develop Knowledge Management Strategy and provide capacity building in Knowledge Management.	1	CS	Yes	RFP	925,000	June -Dec 2022	
	<b>DAITM</b>							
	Provision for Heroes Day Commemoration and Funerals.	Various		Yes	RFQ	1,000,000	2022-23fy	
	Provision for National Independence Celebrations.	1		Yes		2,500,000	Mar-23	
	provision for New Equitable Economic Empowerment Framework (NNEEF).	Various	NCS	Yes		400,000	2022-23fy	
	Provision for National Food Security and Nutrition.	Various		Yes		400,000	2022-23fy	
	Purchasing of computer equipment and related software.	Various	G	Yes	RFQ	200,000	2022-23fy	
	<b>Development Budget</b>							
	provision for the Renovation of OPM Head Office ( including feasibility studies, design and supervision).	1	W	Yes	OAB	2,800,000		

Procurement No. (e.g. 1.23.-)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (R\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
	Renovation of OPM Swakopmund House.	1	W	Yes	OAB	1,500,000		
	Renovation and alteration of united House Building for OPM.	1	W	Yes	OAB	10,700,000		
	Consultant services for the Architectural services for the renovation and alteration of United House Building in Windhoek	1	CS	Yes	OAB	2,500,000		
	<b>Total</b>					<b>622,123,000</b>		
<b>Approved - Accounting Officer (Name):</b>				<b>Signature:</b>			<b>Date:</b>	



22/06/22