



Republic of Namibia  
Annual Procurement Plan

Name of Public Entity: MINISTRY OF PUBLIC ENTERPRISES							Financial Period: 2021/2022		
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)	
1	Facilitate and Provision of catering services and venue for Board Induction & Training for new Board members of Public Enterprises.	Various	CS	Yes	EPE	1 500 000	Quarterly	The Public Entity (NIPAM) has the capacity to do the work on behalf of the Government	
2	Board Recruitment (Placement of Adverts, Supply of Refreshments and payment of allowances for panel members)	Various	NCS	Yes	RFQ	300 000	Throughout the year	Due to Adhoc appointment of Board Members of PE's, it is impractical to use the default method.	
3	The Provision of Consultancy Services on Public Enterprises Operations.	Various	CS	Yes	DP	7,811,000	Throughout the year	Exemption granted on legal services	
4	Procuring of Legal Consultants for the Finalization of PE Categorization / Classification Framework, Regulations, etc.	Various	CS	Yes	DP	1,000,000	Throughout the year	Exemption granted on legal services	
5	The provision of a Legal Consultant for Professional Legal Services	Various	CS	Yes	DP	1,000,000	Throughout the year	Exemption granted on legal services	
6	Facilitate and Provision of catering services and venue for Training / Stakeholder Engagement Workshop on PEGA, Act 2019 and Governance Frameworks.	Various	CS	Yes	DP	500,000	Throughout the year	Exemption granted on legal services	
7	Supply and delivery of Office refreshments to the Ministry of Public Enterprises for the Minister, ED, DEED and Directors.	Various	G	Yes	SVP	80,000	Throughout the year	It is impractical to buy in bulk, due to lack of storage facilities and the expiry period of the items.	
8	Supply and delivery of Office Stationery, Cleaning Materials & general office supplies to the Ministry.	Various	G	Yes	RFQ	299 000	Throughout the year	It is impractical to buy in bulk, due to lack of storage facilities.	
9	Annual subscription renewal – Delivery of the Namibian, Republiklein, Namibian Sun and New Era daily Newspaper to the Ministry.	4	G	Yes	DP	10,000	Once-off	The Supplier has the exclusive right to manufacture or to provide the goods/services to be procured.	

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10	Supply and Printing of business cards, letterheads, ministerial folders etc. and placement of adverts in various daily newspapers.	Various	G	Yes	RFQ	75,000	Throughout the year	Due to the small staff compliment of MPE this procurement is done in small quantities, and therefore deviating from the default method.
11	Maintenance and repairs of computer and office equipment and Renewal of ADOBE Licence and Kaspersky anti-virus.	Various	G	Yes	RFQ	31,000	Throughout the year	Due to the small staff compliment of MPE this procurement is done in small quantities, and therefore deviating from the default method.
12	Payment of Transport services for Government Garage (includes repairs, fuel expenses, fixed tariff, pool tariffs) Rental of private vehicles.	Various	NCS	Yes	EPE	1 500 000	Throughout the year	The Public Entity (Government Garage) has the capacity to do the work on behalf of the Government
13	Air tickets for domestic and foreign travels for Hon. Minister, Executive Director, Deputy Executive Director and other staff members for benchmarking and official engagements	Various	NCS	Yes	RFQ	30,000	Throughout the year	Due to Adhoc travelling arrangements, it is impractical to use the default method.
14	Facilitate and provision of Training services and venues (qualified training and short courses, symposiums, workshops as part of capacity development for staff members.	Various	NCS	Yes	RFQ	150,000	Throughout the year	The estimated value of procurement does not exceed the prescribed threshold.
15	Supply and delivery of T-shirts, brochures, caps, mugs (no tobacco), refreshments, ribbons, weight measure etc for wellness programmes	Various	NCS	Yes	RFQ	25,000	Throughout the year	Due to adhoc activities as indicated on the programme

Approved - Accounting Officer (Name):

*A. Mwanjougara*

Signature:

*[Signature]*



Date:

*30-04-2021*