

Republic of Namibia
Annual Procurement Plan



Name of Public Entity: **MINISTRY OF PUBLIC ENTERPRISES**

Financial Period: 2022/2023									
Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved for local sourcing Directive	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	
1	Provision of Catering Services and venue for board induction and training for new board members of Public Enterprises	3	NCS	Yes	EPE	1 500 000	Quarterly	The Public Entity (MPE/PAE) has the capacity to do the work on behalf of the Government	
2	Board Recruitment (placement of notice for board recruitment vacancy, supply of refreshments)	Various	NCS	Yes	RFQ		Throughout the Year	Due to adhoc appointments of Public Enterprises board members, it is impractical to apply the default method	
3	Supply and provision of consultancy services for Review of Public Enterprises structure and development of new Remuneration and Compensation Guideline.	1	CS	Yes	RFP	595 000	April - October 2022	It would be impractical to apply the default method for this procurement as per section 27 (4)(b) because in terms of section 35 (1) the Public Entity must draw up a shortlist of services provider to solicit proposal from them directly.	
4	Procurement of Legal Advisory services on the implementation of the PEGA, in particular in finalization of the Regulations and harmonizing different Public Enterprises Legislative and Regulatory Frameworks with the PEGA	1	CS	Yes	DP	3 000 000	Ongoing	Exemption granted on legal services	
5	Procuring of Ad hoc Legal Advisory Services in the execution of the shareholder responsibility the MPE Minister has in terms of Commercial Public Enterprises	10	CS	Yes	DP	2 000 000	Throughout the Year	Exemption granted on legal services	
6	Provision of catering services,venue and consultancy services for Stakeholder engagement workshops on PEGA, Act, 2019 and Governance Frameworks	10	NCS	Yes	RFQ	1 000 000	Throughout the Year	It would be impractical to apply the default method for this procurement as per section 27 (4)(b) because in terms of section 35 (1) the services are procured as the need arise	

Procurement No. (e.g. 12.3.)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved for local sourcing Directive	Procurement Method	Estimated Value (M\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
7	Provision for travel services in respect of Research and benchmarking undertaken in crafting appropriate implementation tools for the PEGA	2	NCS	No	RFQ	500 000	Throughout the Year	It would be impractical to apply the default method for this procurement as per section 2 (4)(b) because only few airlines accept Government Purchase Order.
8	Supply and delivery of office stationery, cleaning materials and general office supplies to MPE	Various	G	Yes	RFQ	520 000	Throughout the Year	It is impractical to buy in bulk due to storage facility and expiring period of items. Too cost to apply for low goods in low quantity order.
9	Supply and delivery of office refreshments to the Ministry of Public Enterprises for the Minister, ED, DED and Directors	Various	G	Yes	SVP	80 000	Throughout the Year	It would be impractical and costly to apply the default method for this procurement as per section 27(4)(b) and (c) of the Act, given the fact that the ministry only need for different newspapers such as The Mambiani, New Era, Republican and The Sun.
10	Provision of Annual newspaper Subscription renewal for CPKO	4	G	Yes	DP	10 000	Once Off	Due to the small staff complement of MPE this procurement is done in small quantity and therefore deviating from the default method
11	Maintenance and repairs of computers and office equipment and renewal of adobe license and kaspersky anti virus license	Various	G	Yes	RFQ	40 000	Throughout the Year	It would be impractical to apply the default method for this procurement as per section 27(4)(b). In terms of section 34(d) EPE is the only practical method for the supply of this services since the vehicle is government owned, furthermore, in terms of section 34(g) this services are obtained from a public entity (Government Garage) which has the capacity to do such work on behalf of the government.
12	Payment of transport services, Government Garage (include repairs, fuel expenses, fixed tariff and pool tariffs) and Rental of private vehicles, e.g Mini buses	Various	NCS	Yes	EPE	2 500 000	Throughout the Year	These services are procured as the need arises therefore deviating from the default method.
13	Provision of training services and venues(qualified training and short courses, symposiums, workshops as part of the capacity development for MPE staff. Training of DGFA staff on Microsoft Applications	Various	NCS	Yes	RFQ	400 000	Throughout the Year	

Procurement No. (e.g. 1.2.3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved for local sourcing Directorate	Procurement Method	Estimated Value (N\$)	Scheduled Date for Initiation of Bids	Reason for deviating from the default method (where applicable)
14	Supply and printing of business cards, customer service charter, letterheads, MPE corporate folders and placement of graphics announcement in newspapers to create public awareness on merger of MPE and MoF.	Various	NCS	Yes	RFQ		Throughout the Year	This procurement is done in small quantities depending on the need and availability of funds therefore it is impractical to apply the default method.
15	Supply and delivery of T-shirts, caps, mugs, refreshments, ribbons, etc for wellness programmes	Various	NCS	Yes	RFQ	30 000	Throughout the Year	It would be impractical to apply the default method for this procurement as per Section 27(4)(b) since these items are procured as the need arise.
16	Provision of air tickets for domestic and foreign travels for Hon. Minister, Executive Director, Deputy Executive Director and other MPE staff members for benchmarking and official engagements.	Various	NCS	No	DP		Throughout the Year	It would be impractical to apply the default method for this procurement as per Section 27(4)(b) of the Act, given that there is currently only one airline that operates commercial domestic flights in Namibia. There is also a limited number of airlines for foreign flight, and air tickets are procured as the need arise.
17	Provision of Consultancy Services on Public Enterprises operations	Various	CS	Yes	DP	500 000	Throughout the Year	Exemption granted on legal services.
18	Provision of venue and facilitation fees for team building exercises and Directorate: Governance & Financial Advice Retreat for repositioning and aligning of strategic objectives.	2	NCS	Yes	RFQ		Throughout the Year	The estimated value of procurement does not exceed the prescribed threshold.
19	Procurement of Consultancy services for special investigations on Public Enterprises Operations	1	CS	Yes	DP	350 000	Once Off	Exemption granted on legal services
20	Consultancy Services on Aviation Transactional Advisory Services	1	CS	No	DP	400 000	Throughout the Year	Exemption granted on legal services
Approved - Accounting Officer (Name): <i>D. Ngwenande-Robati</i>						Signature: <i>[Signature]</i>		Date: <i>13 April 2008</i>