



Otjozondjupa Regional Council



Republic of Namibia

P.O. Box 1682
Otjiwarongo
Namibia

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14th April 2023

The Executive Director
Ministry of Finance
Procurement Policy Unit
Private Bag 13295
Windhoek

Attention: Mr. Brandt

SUBJECT: 2023/24 ANNUAL PROCUREMENT PLAN FOR OTJOZONDJUPA REGIONAL COUNCIL

The Regional Council has prepared the Annual Procurement Plan in line with the Public Procurement Regulation 8(2)(d) and herewith submits in line with guideline 1.5.1 that requires each public entity to file its Annual Procurement Plan with the Procurement Policy Unit.

Attached herewith is the Annual Procurement Plan for Otjozondjupa Regional Council for 2023/2024 Financial Year.

Yours faithfully

Mrs. Agatha Mweti
Chief Regional Officer





Otjozondjupa Regional Council

Annual Procurement Plan

Name of Public Entity: Otjozondjupa Regional Council		Financial Period: 2023/2024						
Procurement No.	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)	
1	Office stationaries	Various	G	OAB	1,037,100	April		
2	Uniforms and Protective Clothing	Various	G	OAB	435,800	April		
3	Computer Supplies	Various	G	OAB	204,500	April		
4	Cleaning Materials	Various	G	OAB	1,200,770	April		
5	First Aid Kits	Various	G	RFQ	67,500	August	Section 27 (4)(b)	
6	Examination Materials (Laboratory Chemicals)	Various	G	RFQ	500,000	June	Section 27 (4)(b)	
7	General Office Supplies	Various	G	RFQ	62,000	October	Section 27 (4)(b)	
8	Supply an delivery of Refuse Bins	Various	G	OAB	600,000	April		
9	Tyres	Various	G	OAB	869,004	June		
10	Batteries	Various	G	OAB	156,200	June		
11	Supply of spare parts and accessories	Various	G	RFQ	16,500	As Required	Section 27 (4)(b)	
12	Non Consultancy Services - Repair and Services of Vehicles	Various	NCS	DP	1,013,000	As Required	Section 27 (4)(b)	
13	Diesel for schools	Various	G	EPE	200,000	As Required	Section 27 (4)(b)	
14	Lease of Vehicles on Full Maintenance Lease	1	NCS	OAB	1,600,000	May		
15	Maintenance of Plant and Equipment	Various	NCS	RFQ	870,000	As Required	Section 27(4)(b)	
16	Maintenance of Computer and office Equipment	Various	NCS	RFQ	1,217,000	As Required	Section 27 (4)(b)	
17	Maintenance Materials & renovations: Mechanical	Various	G	RFQ	1,511,762	August	Section 27 (4)(b)	
18	Maintenance Materials & renovations: Electrical	Various	G	RFQ	1,222,769	June	Section 27 (4)(b)	
19	Maintenance Materials & Renovations: Civil	Various	G	RFQ	2,858,292	September	Section 27 (4)(b)	
20	Repair & Maintenance - Furniture, Fixtures & Fittings	Various	G	RFQ	50,000	As Required	Section 27 (4)(b)	
21	Prepayment System for Settlements	Various	G	OAB	2,400,000	July		
22	PA system rental	Various	NCS	EPE	2,000	As Required	Section 27 (4)(b)	
23	Rental for workshop venues	Various	NCS	RFQ	387,500	As Required	Section 27 (4)(b)	

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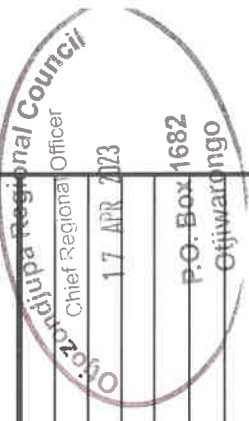
Procurement No.	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
24	Consulting Services - Training Workshops	Various	CS	RFP	419,736	As Required	Section 27 (4)(b)
25	Non Consulting Services - Printing	Various	NCS	RFQ	54,000	As Required	Section 27 (4)(b)
26	Procurement of Non Consulting Services - Advertisement	Various	NCS	RFQ	50,000	As Required	Section 27 (4)(b)
27	Catering for official entertainent	Various	NCS	OAB	180,000	April	
28	Non Consultancy Services for sports events	Various	NCS	RFQ	200,000	As Required	Section 27 (4)(b)
29	Procurement of goods for sports events	Various	G	RFQ	100,000	As Required	Section 27 (4)(b)
30	Procurement of catering services for Committee and Board Mee	Various	NCS	OAB	573,000	April	Section 27 (4)(b)
31	Services for Gender Task Force	Various	NCS	RFQ	89,500	As Required	Section 27 (4)(b)
32	Women in business Gender	Various	NCS	SVP	5,000	As Required	Section 27 (4)(b)
33	Regional and Constituency Child Care Protection Forum Gender	Various	NCS	RFQ	31,000	April	Section 27 (4)(b)
34	Shelter Emergency	Various	G	SVP	10,000	As Required	Section 27 (4)(b)
35	Projects Materials (IGAs) Gender	Various	G	RFQ	95,500	August	Section 27 (4)(b)
36	Teaching and Learning Materials	Various	G	RFQ	50,000	June	Section 27 (4)(b)
37	National Days and Official visits	Various	G	RFQ	150,500	As Required	Section 27 (4)(b)
38	Renovation of Tsumkwe Craft Centre & Gender offices	Various	W	RFQ	74,500	August	Section 27 (4)(b)
39	(Professional services) Consultancy	Various	CS	DP	250,000	July	Section 27 (4)(b)
40	(Professional services)Consultants for non capital projects	Various	CS	RFP	180,580	June	
41	Non-consultancy services for cleaning services	Various	NCS	RFQ	100,000	September	Section 27(4)(b)
42	Goods for Wellness Program	Various	G	RFQ	81,000	July	Section 27(4)(b)
43	Goods for Community Health Programs	Various	G	RFQ	10,000	July	Section 27(4)(b)
44	Publication and Gazette for Otjozondjupa Regional Council	Various	NCS	EPE	12,000	As Required	Section 27(4)(b)
45	Goods for Disaster Risk Management	Various	G	RFQ	100,000	As Required	Section 27(4)(b)
46	IT Equipment (computers, printers and laptops)	Various	G	OAB	1,004,500	June	
47	Conference and office furniture	Various	G	RFQ	856,600	August	Section 27(4)(b)
48	Safes	Various	G	RFQ	84,000	May	Section 27(4)(b)
49	Air conditioners	Various	G	OAB	552,083	July	
50	Plotter	Various	G	RFQ	50,000	June	Section 27(4)(b)
51	Fire Extinguishers	Various	G	RFQ	44,000	May	Section 27(4)(b)
52	Tools and equipment	Various	G	RFQ	73,860	July	Section 27(4)(b)
53	Fridges, Microwaves and Troilies	Various	G	RFQ	80,500	June	Section 27(4)(b)
54	Procurement of vehicles	2	G	OAB	1,288,000	July	
55	Construction and mounting of septic tank	1	NCS	OAB	385,000	May	
56	Construction of Services Infrastructure in Okandjira	1	W	OAB	1,304,000	July	
57	Construction of Services Infrastructure in Kalkfeld	1	W	OAB	1,738,000	July	

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17 APR 2023


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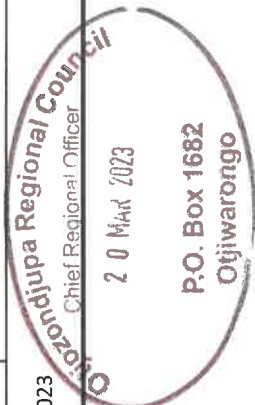
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58	Construction of Services Infrastructure in Okamatapati	1	W	OAB	1,211,000	June	
59	Construction of services Infrastructure in Gam Settlement	1	W	OAB	1,304,000	June	
60	Construction of Services Infrastructure in Okondjatu	1	W	OAB	1,304,000	May	
61	Rehabilitation of sewerage reticulation in Coblenz	1	W	OAB	2,727,000	May	
62	Construction of Basic Sanitation	1	W	OAB	2,692,000	June	
63	Construction of ECDs Gender	1	W	OAB	3,100,000	May	
64	Renovation of ECDs Gender	1	W	RFQ	800,000	June	
65	Renovations - Council Houses (Expert house)	1	W	RFQ	450,000	April	Section 27(4)(b)
66	Renovation of Tsumkwe Constituency office	1	W	RFQ	250,000	May	Section 27(4)(b)
67	Maintenance of the Tsumkwe Guesthouse	1	W	OAB	1,200,000	June	
68	Planning and surveying of town land	Various	CS	RFP	1,000,000	June	
69	Informal Settlement Upgrading	Various	CS	RFP	350,000	July	
70	Water Treatment Plant for Kombat Settlement	1	CS	RFP	1,000,000	June	
71	Emergency Repair (Mechanicals and Electricals)	Various	W	DP	651,000	As Required	Section 27(4)(b)
72	Materials for Aunns Garden project under FCFW s in Grootfontein Constituency	Various	G	RFQ	67,308	May	Section 27(4)(b)
73	Materials for Okeserahi Garden project under MF Okakarara Constituency	Various	G	RFQ	78,308	May	Section 27(4)(b)
74	Materials for Welding & Arts Grafting Project under MF in Okahandja Constituency	Various	G	RFQ	67,308	May	Section 27(4)(b)
75	Materials for Tsumkwe Agro Forestry Project under MF in Tsumkwe Constituency	Various	G	RFQ	67,308	May	Section 27(4)(b)
76	Materials for Ngatusekame Project under MF in Tsumkwe Constituency	Various	G	RFQ	59,350	June	Section 27(4)(b)
77	Materials for Ndjoura Dairy Project under RSAP in Okakarara Constituency	Various	G	RFQ	18,258	June	Section 27(4)(b)
78	Materials for Okepau Poultry Project under RSAP in Omatako Constituency	Various	G	RFQ	10,000	June	Section 27(4)(b)
79	Materials for FCFW Project in Otavi Constituency	Various	G	RFQ	70,000	June	Section 27(4)(b)
80	Materials for MF Project in Otavi Constituency	Various	G	RFQ	134,616	June	Section 27(4)(b)
81	Materials for Tjongono Bakery Project in Tsumkwe Constituency	Various	G	RFQ	25,000	June	Section 27(4)(b)
82	Materials for MF Project in Otjiwarongo Constituency	Various	G	RFQ	24,884	June	Section 27(4)(b)
83	Materials for Okatoruu Stone Project under MF in Okakarara Constituency	Various	G	RFQ	60,000	October	Section 27(4)(b)
84	Materials for One Region One Initiative Projects	Various	G	RFQ	701,002	October	Section 27(4)(b)
85	Materials for Food Cash For Work Projects	Various	G	RFQ	368,370	October	Section 27(4)(b)



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86	Materials for Region Specific Action Plan Projects	Various	G	RFQ	176,746	October	Section 27(4)(b)
87	Materials for Rural Employment Scheme Projects	Various	G	RFQ	316,133	October	Section 27(4)(b)
88	Materials for Micro Finance Projects	Various	G	RFQ	655,250	October	Section 27(4)(b)
89	Materials for Support to Poor Rural Farmers Projects	Various	G	RFQ	15,785	October	Section 27(4)(b)
90	Procurement of service to pump septic tanks at schools and hostels within Otjozondjupa region	1	NCS	OAB	833,000	May	
91	Installation of boreholes materials	1	G	OAB	3,000,000	June	
92	Rehabilitation boreholes	1	NCS	OAB	225,000	June	
93	Rehabilitation of water point infrastructure	1	NCS	OAB	800,000	August	
94	Drilling and installation of three boreholes	1	NCS	OAB	4,500,000	August	
95	Leasing of photocopiers	1	NCS	OAB	888,000	April	
Approved - Accounting Officer (Name): Agatha Mweti				Signature: 	Date: 20/03/2023		


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 20 MAR 2023
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