



REPUBLIC OF NAMIBIA



**OMUSATI REGIONAL COUNCIL
PROCUREMENT MANAGEMENT UNIT**

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Erf 1080 Namaungu Street
Private Bag 523
OUTAPI

24 August 2022

Mr Titus Ndove
Executive Director
Ministry of Finance
Private Bag 13295
WINDHOEK

Dear Mr. Ndove

**THE FOURTH AMENDMENT TO THE ANNUAL PROCUREMENT PLAN FOR THE OFFICE OF THE GOVERNOR
OF OMUSATI REGION AND DIRECTORATE OF EDUCATION, ARTS AND CULTURE: 2022/2023 FINANCIAL
YEAR**

1. The subject above is hereby referenced.
2. In terms of Section 25(4) (a) of the Public Procurement Act, 2015 (Act No 15 of 2015) read in conjunction with its Regulation 8(d), Omusati Regional Council is hereby submitting the fourth amended Annual Procurement Plan for the Financial Year 2022/2023 for consideration.
3. This is the fourth amendment made on page 9: items 1-6 are added by the Office of the Governor of Omusati Region and on page 7: item 18 is added by the Directorate of Education, Arts and Culture for the Annual Procurement Plan 2022/2023 Financial Year.

Yours sincerely,


Gervasius Kashindi
CHIEF REGIONAL OFFICER



All official correspondences must be addressed to the Chief Regional Officer



Republic of Namibia
Annual Procurement Plan



Name of Public Entity: Omusati Regional Council: Head office, Constituencies and Settlements						Financial Period: 2022/2023		
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	Supply and delivery of Office Stationaries, Toners and Cartridges to the Regional Council for a period of 24 months	Various	G	Yes	OAB	450,000.00	1/7/2022	Default method
2	Supply and delivery of Office of Furnitures and Equipment	Various	G	Yes	OAB	913,941.00	01/04/2022	Default method
3	Supply and delivery of Office of Furnitures and Equipment	Various	G	Yes	RFQ		01/04/2022	Section 32.1 (a)
4	Supply and delivery of Cleaning Materials to the Regional Council for a period of 24 months	Various	G	Yes	OAB	150,000.00	01/08/2022	Default method
5	Supply and delivery of Groceries and Food items to the Regional Council for a period of 24 months	Various	G	Yes	OAB	147,000.00	01/08/2022	Default Method
6	Supply and delivery of Vehicle batteries to the Regional Council for a period of 24 months	Various	G	Yes	OAB	52,000.00	01/08/2022	Default method
7	Provision of Catering services to Omusati Regional Council, Constituencies and Settlements for a period of 24 months	Various	NCS	Yes	OAB	100,800.00	01/04/2022	Default method
8	Provision of Transport services (car rental) to Omusati Regional Council for a period of 24 months	Various	NCS	Yes	OAB	31,500.00	01/04/2022	Default method
9	Provision of flight services (Air tickets) to Omusati Regional Council for a period of 24 months	Various	NCS	Yes	OAB	16,050.00	01/04/2022	Default method
10	Advertisement (Vacancies and Bids)	Various	NCS	Yes	OAB	210,000.00	01/04/2022	Default method

11	Construction of Rural Toilets (NPC) at 12 Constituencies	60	W	Yes	OAB	2,308,000.00	01/07/2022	Default method
12	Design and construction of metal workshop for Ogongo Rural Development Centre	1	W	Yes	RFQ	1,000,000.00	01/07/2022	Section 32 (c)
13	Electrification of Growth Points (Okahao and Tsandi Constituencies)	2	W	Yes	DP	500,000.00	01/07/2022	Section 36 2 (a).
14	Construction of Services Infrastructure - Onesi (NPC)	1	W	Yes	OAB	6,000,000.00	01/07/2022	Default method
15	Construction of Services Infrastructure - Okalongo (NPC)	1	W	Yes	OAB	6,000,000.00	01/07/2022	Default method
16	Maintenance of Roads in Settlements (RFA)	1	W	Yes	OAB	588,200.00	01/07/2022	Default method
17	Constituency Development Projects	Various	G	Yes	RFQ	492,000.00	01/07/2022	Section 32 1 (a)
18	Constituency Development Projects	Various	W	Yes	RFQ	492,000.00	01/07/2022	Section 32 1 (a)
19	Construction of Storeroom at Constituency Office - Etayi	1	W	Yes	OAB	550,000.00	01/07/2022	Default method
20	Construction of Guard Houses at Constituency Offices (Tsandi and Ogongo)	2	W	Yes	OAB	500,000.00	01/07/2022	Default method
21	Development of a Web-based Integrated Database (Interface)	1	CS	Yes	OAB	125,000.00	01/07/2022	Default method
22	Extension of a Septic Tank - Ogongo Constituency Office	1	W	Yes	OAB	75,000.00	01/07/2022	Default method
23	Amendment Ext Proper, 1 and 2 Surveying - Okalongo Settlement	3	CS	Yes	OAB	1,000,000.00	01/07/2022	Default method
24	Homestead compensation - Late Haimo Mumbala (Okalongo Settlement) (B/F)	1	G	Yes	DP	287,166.63	01/07/2022	Section 36 2 (a)
25	Construction of Pump Station in Ogongo - Retention	1	W	Yes	DP	105,000.00	01/07/2022	The Services is already rendered hence retention be paid to the supplier.
26	Construction of Otamanzi Constituency Hall Phase 2	1	W	Yes	DP	550,000.00	01/07/2022	Section 36 2 (b)



27	Procurement of Fuel and Lubricants for Omusati Regional Council fleet for 12 Months	Various	G	Yes	DP	1,217,050.08	01/07/2022	Section 36 2 (a)
28	Procurement of Tyres for Omusati Regional Council fleet for 12 Months	Various	G	Yes	RFQ	147,000.00	01/07/2022	Section 32 (2)
29	Procurement of vehicles accessories and Batteries for Omusati Regional Council fleet for 12 Months	Various	G	Yes	RFQ	52,500.00	01/07/2022	Section 32 (2)
30	Procurement of Vehicles services and repairs for Omusati Regional Council fleet for 12 Months	Various	NCS	Yes	RFQ	651,249.96	01/07/2022	Section 32 (2)
31	Procurement of Vehicle Licensing for Omusati Regional Council fleet for 12 Months	36	NCS	Yes	DP	105,000.00	01/07/2022	Section 36 2 (a)
32	Procurement of Car hire for Omusati Regional Council fleet for 12 Months	Various	NCS	Yes	RFQ	30,000.00	01/07/2022	Section 32 (2)

Name of Public Entity: Omusati Regional Council: Division: Lands								
Financial Period: 2022/2023								
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	Procurement of Land Board meetings Catering (Lands, Subsidies to Regional Council 37100430201) for a period of 24 months	6	NCS	Yes	OAB	40,000.00	01/04/2022	Default method
2	Supply and delivery of cleaning materials for a period of 24 months	Various	G	Yes	OAB	37,500.00	01/07/2022	Default method
3	Supply and delivery of office stationaries, toners and cartridges to the Regional Council for a period of 24 months	Various	G	Yes	OAB	37,500.00	01/07/2022	Default method

Name of Public Entity: Omusati Regional Council: Division: Ministry of Information Communication and Technology

Financial Period: 2022/2023

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	Supply and delivery of office Furnitures and Equipment (Laptop, Computers and Couch)	Various	G	Yes	RFQ	40,000.00	01/04/2022	Section 32.1 (a)
2	Supply and delivery of cleaning materials for a period of 24 months	Various	G	Yes	OAB	15,500.00	01/08/2022	Default method
3	Supply and delivery of office stationaries and cartridges	1	G	Yes	OAB	15,500.00	01/04/2022	Default method
4	Servicing of Fire Extinguisher for the MICT	1	NCS	Yes	SVP	3,500.00	01/04/2022	Section 38 (1)
5	Supply and delivery of Materials (Electrical Materials)	1	G	Yes	SVP	10,000.00	01/04/2022	Section 38 (1)

Name of Public Entity: Omusati Regional Council: Maintenance and Inspection					Financial Period: 2022/2023			
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	Supply and delivery of materials (Electrical and Mechanical materials)	Various	G	Yes	RFQ	400,000.00	01/04/2022	Section 32.1 (a)
2	Supply and delivery of materials (Tools and Spare parts)	Various	G	Yes	RFQ	250,000.00	01/04/2022	Section 32.1 (a)
3	Supply and delivery of cleaning materials for a period of 24 months	Various	G	Yes	OAB	70,000.00	01/08/2022	Default method
4	Supply and delivery of office stationaries, toners and cartridges for a period of 24 months	Various	G	Yes	OAB	195,000.00	01/04/2022	Default method
5	Procure and install Microsoft Dynamic Financial System Great Plain and Annual license	Various	CS	Yes	DP	295,500.00	01/04/2022	Section 36 (2)(d)



6	Programming of the Outapi Maintenance Regional Office motor gate with sensor	1	NCS	Yes	SVP	10,000.00	01/04/2022	Section 38 (1)
7	Erecting of Carports and laying of interlock at Okahao Sub-Office	1	W	Yes	OAB	400,000.00	01/04/2022	Default method
8	Installation of CCTV Camera at Okahao Sub-Office.	1	NCS	Yes	RFQ	70,000.00	01/04/2022	Section 32 (1) (b)
9	Installation of Security/Electrical Fence at Outapi Regional Office.	1	NCS	Yes	RFQ	80,000.00	01/04/2022	Section 32 (1) (b)
10	Construction of Storeroom at Outapi Regional Office.	1	W	Yes	OAB	1,000,000.00	01/04/2022	Default method
11	Construction of Storeroom at Okahao Sub-Office.	1	W	Yes	RFQ	700,000.00	01/04/2022	Section 32 (1) (c)
12	Repaint the outside wall of the Outapi Regional Office.	1	W	Yes	RFQ	100,000.00	01/04/2022	Section 32 (1) (c)
13	Interlock and construct additional 4 parkings at Outapi Regional Office.	1	W	Yes	RFQ	300,000.00	01/04/2022	Section 32 (1) (c)
14	Backfilling of Okahao Sub-Office Yard.	1	W	Yes	RFQ	35,000.00	01/04/2022	Section 32 (1) (c)
15	Construction of Entrance wall and Installation of Sliding Gate at Ruacana Sub-Office.	1	W	Yes	RFQ	90,000.00	01/04/2022	Section 32 (1) (c)
16	Purchasing and Servicing of Fire Extinguisher for the Department of Works in the whole region.	1	W	Yes	RFQ	65,000.00	01/04/2022	Section 32 (1) (c)
17	Supply and installation of Air Conditioner in the Server room and repair of the Boardroom Air Condition at Outapi Regional Office.	1	W	Yes	RFQ	35,000.00	01/04/2022	Section 32 (1) (c)
18	Carry out routine maintenance on Generator Sets, Sewer and Water Pumps, Incinerators, Autoclave machines, Mortuaries, Cold and Freezer rooms, Cooking Pots, Pans and Stove	Various	NCS	Yes	RFQ	250,000.00	01/04/2022	Section 32 (1) (b)



Name of Public Entity: Omusati Regional Council: Directorate of Education, Art and Culture						Financial Period: 2022/2023		
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	Supply and delivery of office stationaries, toners and cartridges to the Regional Council, Directorate of Education Arts and Culture for a period of 24 months	Various	G	Yes	OAB	3,180,749.12	01/07/2022	Default method
2	Supply and delivery of cleaning materials to the Regional Council, Directorate of Education Arts and Culture for a period of 24 months	Various	G	Yes	OAB	2,464,268.57	01/08/2022	Default method
3	Supply and delivery of Furnitures and office Equipments to the Regional Council, Directorate of Education Arts and Culture for a period of 24 months	Various	G	Yes	OAB	11,284,591.24	01/04/2022	Default method
4	Maintenance of Office Equipments and Community Hostels	Various	W/NCS	Yes	OAB	1,141,522.00	01/07/2022	Default method
5	Provision of Securities services to Omusati Regional Council, Directorate of Education Arts and Culture for a period of 24 Months	Various	NCS	Yes	OAB	12,307,724.00	01/04/2022	Default method
6	Provision of Catering services to Omusati Regional Council, Directorate of Education Arts and Culture for a period of 24 Months	Various	NCS	Yes	OAB	436,000.00	01/04/2022	Default method
7	Supply and delivery of Groceries and Food items to the Regional Council, Directorate of Education Arts and Culture for a period of 24 months	Various	G	Yes	OAB	3,800.00	01/08/2022	Section 38 (1)
8	Construction of two (2) Classrooms with a storeroom at Ombayarundu PS	2	W	Yes	OAB	800,000.00	01/05/2022	Default method
9	Construction of five (5) Pitlatrines and Fencing at Ombayarundu PS	1	W	Yes	OAB	599,000.00	01/05/2022	Default method
10	Construction of a Library at Okaleke in Etayi Circuit	1	W	Yes	OAB	400,000.00	01/05/2022	Default method
11	Construction of Ablution Facility, 5 seats at Omunyele PS	1	W	Yes	OAB	300,000.00	01/05/2022	Default method

12	Construction of Ablution Facility, 5 seats at Omaha PS	1	W	Yes	OAB	300,000.00	01/05/2022	Default method
13	Renovation of six (6) Classrooms block at Elim SS	6	W	Yes	OAB	1,800,000.00	01/05/2022	Default method
14	Renovation of two (2) Classrooms at Sheetekela CS	2	W	Yes	OAB	600,000.00	01/05/2022	Default method
15	Renovation of Shikongo Iipinge SS Sport Stadium (Phase one)	1	W	Yes	OAB	657,000.00	01/05/2022	Default method
16	Renovation of four (4) Classrooms block at Iiyambo Iiyambo CS	4	W	Yes	OAB	1,200,000.00	01/05/2022	Default method
17	Connection of Tsandi Circuit Offices to Tsandi Village Council main sewerage	1	W	Yes	DP	10,000.00	01/05/2022	Section 36(2) (a)
18	Pumping out of Septic tanks at Schools	Various	W	Yes	OAB	3, 084, 106.73	01/04/2022	Default method

Name of Public Entity: Omusati Regional Council: Directorate of Water Supply Sanitation Coordination								
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	Supply and delivery of Office Stationaries	Various	G	Yes	OAB	203,355.00	01/07/2022	Default method
2	Supply and delivery of Office Furnitures and Equipment	Various	G	Yes	OAB	94,000.00	01/04/2022	Default method
3	Supply and delivery of Cleaning Materials to the Regional Council for a period of 24 months	Various	G	Yes	OAB	55,255.00	01/08/2022	Default method

Name of Public Entity: Omusati Regional Council: Gender Equality Poverty Eradication and Social Welfare								
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	Supply and delivery of Office Stationaries, Toners and Cartridges for a period of 24 months	Various	G	Yes	OAB	95,000.00	01/07/2022	Default method
2	Supply and delivery of cleaning materials to the Regional Council for a period of 24 months	Various	G	Yes	OAB	85,000.00	1/8/2022	Default method
3	Provision of Catering services for a period of 24 months	Various	NCS	Yes	OAB	125,000.00	1/4/2022	Default method
4	Provision for Accommodation and Conference Packages for stakeholders trainings.	Various	NCS	Yes	RFQ	60,000.00	1/5/2022	Section 32 1 (a)
5	Provision for Accommodation and Conference Packages for stakeholders trainings.	Various	NCS	Yes	SVP		1/5/2022	Section 38 (1)
6	Supply for GBV Camapigns Promotional Materials.	Various	G	Yes	SVP	35,000.00	1/4/2022	Section 38 (1)
7	Procurement of Income Generating Activities (IGAs) Materials and Equipment and supply these to intended beneficiaries	Various	G	Yes	RFQ	132,600.00	1/4/2022	Section 32 1 (a)
8	Procurement of Income Generating Activities (IGAs) Materials and Equipments.	Various	G	Yes	SVP		1/4/2022	Section 38 (1)
9	Supply of Teaching and Learning Materials for ECD Centres	Various	G	Yes	RFQ	49,286.00	1/6/2022	Section 32 1 (a)
10	Supply of Teaching and Learning Materials for ECD Centres	Various	G	Yes	SVP		1/6/2022	Section 38 (1)
11	Supply of Community Center Materials	Various	G	Yes	RFQ	20,000.00	1/6/2022	Section 32 1 (a)
12	Supply of Community Center Materials.	Various	G	Yes	SVP		1/6/2022	Section 38 (1)



Name of Public Entity: Office of the Governor						Financial Period: 2022/2023		
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	Supply and delivery of Office Stationaries, Toners and Cartridges to the Office of the Governor for a period of 12 months.	Various	G	Yes	RFQ	66,400.00	01/04/2022	Section 32 (1) (a)
2	Cleaning Materials	Various	G	Yes	SVP	1,250.00	01/04/2022	Section 38 (1)
3	Maintenances (Cupboard design and installation)	1	NCS	Yes	RFQ	40,000.00	01/04/2022	Section 32 (2)
4	Catering services	Various	NCS	Yes	SVP	100,500.00	01/04/2022	Section 38 (1)
5	Official Entertainments	Various	NCS	Yes	RFQ	16,000.00	01/04/2022	Section 32 (2)
6	Broadcasting	Various	NCS	Yes	EPE	10,000.00	01/04/2022	Section 34 (b)

Approved - Accounting Officer (Name): *Heppow* Signature: *[Signature]* Date: *25/08/2022*



REPUBLIC OF NAMIBIA



OMUSATI REGIONAL COUNCIL

OFFICE OF THE CHIEF REGIONAL OFFICER

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OUTAPI

To: Mr Abisai Shaningwa
Director: Development Planning
OMUSATI REGIONAL COUNCIL

From: Gervasius Kashindi
Chief Regional Officer
OMUSATI REGIONAL COUNCIL

Date: 23 August 2022



ASSIGNMENT TO TAKE CARE OF THE OFFICE OF THE CHIEF REGIONAL OFFICER

1. Kindly, be informed that I will be out of the office on official duty as from 23-25 August 2022.
2. During the absence of the Chief Regional Officer, you are assigned to take care of the Office of the Chief Regional Officer.
3. While trusting your sound judgment on decision-making, you may consult on matters whose decisions may have serious consequences.
4. You will exercise all the power, except the following:
 - Issue contract awards
 - Sign agreements
 - Appointing or recommending staff members for appointment to procurement committee, bid evaluation committee or procurement management unit.
5. I wish you the best of luck.

Regards,