



Republic of Namibia



Omusati Regional Council

Private Bag 523, OUTAPI | Tel +264 65 251019 | Fax +264 65 251078

Ref: 9/2/2

Enquiry: Mr Ervin Kamati

3 March 2021

Mrs Erica Shafuda
Executive Director
Ministry of Finance
Private Bag 13295
WINDHOEK

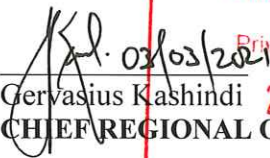
Dear Mrs Shafuda

Attention: Mr Festus Negumbo

ANNUAL PROCUREMENT PLAN FOR OMUSATI REGIONAL COUNCIL AND DELEGATED FUNCTIONS

1. The above-mentioned subject bear reference.
2. Pursuant to Section 25 (3) (a) of the Public Procurement Act read with the Public Procurement Regulations 8 (2) (d) Omusati Regional Council herewith submits the Annual Procurement Plan for the Financial Year 2021/2022 for your consideration.

Sincerely,


Gervasius Kashindi
CHIEF REGIONAL OFFICER



All official correspondence must be addressed to the Chief Regional Officer



Omusati Regional Council

Republic of Namibia

Private Bag 523, OUTAPI Tel +264 65 251019 Fax +264 65 251078

Financial Year: 2021/2022

Public Entity: Omusati Regional Council

Unit: Head Office, Constituency and Settlement Offices

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|--|----------|--------------------|-----------------|---------------------------------------|---|-------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Materials and Supplies | 1 | ONB | 694 575.00 | 01-Apr-21 | Quarterly | Contract in place |
| 2 | Transport | 1 | DP | 1 790 300.00 | 01-Apr-21 | Monthly | To be contracted |
| 3 | Utilities | 1 | EPE | 6 479 225.00 | 01-Apr-21 | Monthly | To be contracted |
| 4 | Maintenance Expenses | 1 | EPE | 121 800.00 | 01-Apr-21 | Quarterly | To be contracted |
| 5 | Property Rental and Related Charges | 1 | ONB | 837 383.00 | 01-Apr-21 | Monthly | Contract in place |
| 6 | Other Services and Expenses | 1 | ONB | 3 456 752.00 | 01-Apr-21 | Monthly | Contract in place |
| 7 | Membership Fees and Subscriptions: Domestic | 1 | DP | 80 000.00 | 01-Apr-21 | Once - off | To be paid |
| 8 | Individuals and Non-Profit Organisations | 1 | DP | 16 000.00 | 01-Apr-21 | Quarterly | To be paid |
| 9 | Furniture and Office Equipment | 1 | ONB | 133 500.00 | 01-Apr-21 | Once - off | Contract in place |
| 10 | Operational Equipment, Machinery and Plants | 1 | DP | 70 000.00 | 01-Apr-21 | Quarterly | To be contracted |
| 11 | Rural Employment Scheme (Food Security Projects) | 1 | RFQ | 462 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 12 | Regional Specific Action Plan | 1 | RFQ | 462 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 13 | Construction of Ogongo Rural Development Centre | 1 | ONB | 27 768 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 14 | Food/Cash for Work | 1 | RFQ | 462 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 15 | World Food Day | 1 | IQ | 10 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 16 | Micro Finance | 1 | RFQ | 462 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 17 | Support Resources for Rural Poor Farmers | 1 | RFQ | 462 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 18 | One Region One Initiative | 1 | ONB | 3 650 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 19 | Rural Sanitation | 1 | ONB | 1 154 000.00 | 01-Apr-21 | 31-May-21 | To be contracted |
| 20 | Electrification of Growth Points (Ogongo and Otamanzi Constituencies) | 2 | DP | 800 000.00 | Jul-21 | Aug-21 | To be contracted |
| 21 | Construction of Services Infrastructure in Onesi Settlement | 3 | ONB | 6 000 000.00 | Aug-21 | Oct-21 | To be contracted |
| 22 | Construction of Services Infrastructure in Okalongo Settlement | 3 | ONB | 4 000 000.00 | Aug-21 | Oct-21 | To be contracted |
| 23 | Construction of Services Infrastructure in Ogongo Settlement | 1 | ONB | 3 000 000.00 | Aug-21 | Oct-21 | To be contracted |
| 24 | Maintenance of Gravel Roads in Settlement | 1 | ONB | 735 000.00 | Jun-21 | Aug-21 | To be contracted |
| 25 | Constituency Development Projects (Ruacana, Otamanzi, Okahao, Tsandi, Onesi and Elim Constituency) | 6 | RFQ | 744 699.00 | Jun-21 | Sep-21 | To be contracted |
| 26 | Fire Hydrant (Assessment by Consultant) | 1 | ONB | 500 000.00 | Jul-21 | Oct-21 | To be contracted |
| 27 | Construction of Storeroom at Ogongo Constituency Office | 1 | ONB | 350 000.00 | Aug-21 | Sep-21 | To be contracted |
| 28 | Construction of Water Tower - Onesi & Okalongo Settlements | 1 | ONB | 600 000.00 | Sep-21 | Nov-21 | To be contracted |
| 29 | Planning and Surveying of Okalongo Extension 3 and 4 | 1 | ONB | 950 000.00 | Jul-21 | Sep-21 | To be contracted |

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Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Gender Equality, Poverty Eradication and Social Welfare

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|--|----------|--------------------|-----------------|---------------------------------------|---|------------------------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Procurement of Stationaries | 2 | ONB | 40 000.00 | 01-Jun-21 | Quarterly | Contract in place |
| 2 | Procurement of Cleaning Materials | 4 | ONB | 50 000.00 | 01-Nov-21 | Quarterly | Contract in place |
| 3 | Procurement of Computer Equipment | 3 | ONB | 35 000.00 | 01-Jun-21 | Quarterly | Contract in place |
| 4 | Procurement of Protective Clothing | 1 | EPE | 7 000.00 | 19-Oct-21 | Once-off | To be contracted |
| 5 | Miscellaneous - Transport | 1 | EPE | 3 000.00 | 17-Aug-21 | Monthly | To be contracted |
| 6 | Utilities: Water/ Electricity Services | 4 | EPE | 710 000.00 | 01-Jun-21 | Monthly | To be contracted |
| 7 | Post Office Box | 1 | EPE | 1 000.00 | 19-Oct-21 | 01-Sep-21 | To be contracted |
| 8 | Procurement of Materials for General maintenance | 1 | RFQ | 26 000.00 | 01-Nov-21 | Quarterly | Contract in place |
| 9 | Office Space Rental | 4 | DP | 453 000.00 | 01-Jun-21 | Quarterly | Contract in place |
| 10 | Procurement of Office Refreshments, National Events, PA System & Promotional materials | 2 | ONB/IQ/RFQ/DP | 273 000.00 | 01-Apr-21 | 31-Mar-22 | Contract in place/To be Contracted |
| 11 | Wellness Programmes | 1 | IQ | 10 000.00 | 01-Dec-21 | 09-Dec-21 | To be contracted |
| 12 | Commemoration of International Women's Day / 8 March | 1 | RFQ | 17 000.00 | 14-Jan-21 | 23-Feb-21 | To be contracted |
| 13 | Procurement of promotional materials for GBV & Human Rights cluster activities (T-shirts, Caps, Posters) | 1 | IQ | 25 000.00 | 01-Jun-21 | 20-Aug-21 | To be contracted |
| 14 | Procurement of materials for Income generating (IGAs) recommended for support | 1 | RFQ | 115 000.00 | 21-Sep-21 | 28-Sep-21 | To be contracted |
| 15 | Construction and Upgrading of Early Childhood Development (ECD) Centres | 1 | ONB | 1 400 000.00 | 01-Apr-21 | 02-May-21 | Contract in place |
| 16 | Materials for CEC Maintenance | 1 | IQ | 20 000.00 | 11-Oct-21 | 19-Oct-21 | To be contracted |
| 17 | Procurement and installation of the DSTV decoder set in the two guest houses | 1 | IQ | 10 000.00 | 06-Oct-21 | 15-Oct-21 | To be contracted |
| 18 | Procurement of Cleaning Materials for CEC | 2 | ONB | 20 000.00 | 11-Oct-21 | 19-Oct-21 | Contract in place |
| 19 | Procurement for Printing services | 2 | DP | 3 000.00 | 10-May-21 | Quarterly | Contract in place |
| 20 | Procurement of materials for shelters and emergencies | 4 | ONB | 8 000.00 | 10-May-21 | Quarterly | Contract in place |

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Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Directorate of Water Supply and Sanitation Coordination

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|---|----------|--------------------|-----------------|---------------------------------------|---|-------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Protective Clothing | 1 | ONB | 62 400.00 | 01-Apr-21 | 03-May-21 | Contract in place |
| 2 | Civil Materials | 1 | ONB | 8 964 855.00 | 01-Apr-21 | 03-May-21 | Contract in place |
| 3 | Cleaning materials | 1 | ONB | 109 198.00 | 01-Apr-21 | 03-May-21 | Contract in place |
| 4 | National Flags | 1 | EPE | 5 100.00 | 01-Apr-21 | 03-May-21 | To be contracted |
| 5 | Toners and Cartridges | 1 | ONB | 131 000.00 | 01-Apr-21 | 03-May-21 | Contract in place |
| 6 | Private Bag Renewal | 1 | EPE | 500.00 | 01-Sep-21 | 30-Sep-21 | To be contracted |
| 7 | Mechanic Supplies | 1 | ONB/RFQ | 7 819 658.00 | 01-Apr-21 | 03-May-21 | To be contracted |
| 8 | Refill Gas Bottle Oxygen | 1 | DP | 1 400.00 | 01-Apr-21 | 03-May-21 | To be contracted |
| 9 | Camping Equipment | 1 | ONB | 137 307.00 | 01-Apr-21 | 03-May-21 | Contract in place |
| 10 | Operation Equipment | 1 | ONB | 335 560.00 | 01-Apr-21 | 03-May-21 | To be contracted |
| 11 | Drilling of Boreholes | 1 | ONB | 25,000,000.0 | 01-Apr-21 | 03-May-21 | To be contracted |
| 12 | Installation of Boreholes | 1 | ONB | 32,000,000.0 | 01-Apr-21 | 03-May-21 | To be contracted |
| 13 | Rehabilitation of Boreholes | 1 | ONB | 35,000,000.0 | 01-Apr-21 | 03-May-21 | To be contracted |
| 14 | Construct Small Pipeline Extensions (In House) | 1 | ONB | 1,275,000.0 | 01-Apr-21 | 03-May-21 | To be contracted |

Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Directorate of Education, Arts and Culture

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|---|----------|--------------------|-----------------|---------------------------------------|---|-------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Advertisement | 1 | EPE | 830 000.00 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 2 | Stationaries | 1 | ONB | 19 065 053.63 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 3 | Transport | 1 | ONB | 2 148 286.78 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 4 | Utilities | 1 | ONB | 34 088 181.44 | 01-Apr-21 | 01-Sep-21 | To be paid |
| 5 | Maintenance-Community Hostel | 1 | ONB | 525 474.18 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 6 | Maintenance Office Equipment | 1 | ONB | 512 637.00 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 7 | Rental of Premises | 1 | ONB | 4 370 000.00 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 8 | Hostel Catering | 1 | ONB | 59 394 180.46 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 9 | Security Services | 1 | ONB | 6 222 827.59 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 10 | UPE | 1 | ONB | 13 738 800.00 | 01-Apr-21 | 01-Sep-21 | To be paid |
| 11 | USE | 1 | ONB | 8 094 000.00 | 01-Apr-21 | 01-Sep-21 | To be paid |
| 12 | National School Feeding | 1 | ONB | 11 124 533.86 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 13 | Trainings/Workshops | 1 | ONB | 385 700.00 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 14 | Community Hostel Subsidies | 1 | ONB | 4 069 230.00 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 15 | Furniture and Equipment | 1 | ONB | 6 877 090.58 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 16 | Pumping of Septic Tank | 1 | ONB | 2 000 000.00 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 17 | HR and Finance Software | 1 | ONB | 400 000.00 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 18 | Cleaning Materials | 1 | ONB | 24 359 000.00 | 01-Apr-21 | 01-Sep-21 | To be contracted |
| 19 | Protective Clothing | 1 | ONB | 4 378 000.00 | 01-Apr-21 | 01-Sep-21 | Contract in Place |
| 20 | Construction of Classrooms | 20 | ONB | 8 232 000.00 | 01-May-21 | 01-Aug-21 | To be contracted |
| 21 | Small Ablution Facilities | 5 | ONB | 2 150 000.00 | 01-May-21 | 01-Aug-21 | To be contracted |
| 22 | Renovation of Classrooms | 22 | ONB | 6 705 000.00 | 01-May-21 | 01-Aug-21 | To be contracted |

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Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Maintenance and Inspection

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|--|----------|--------------------|-------------------------|---------------------------------------|---|--------------------------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Payment of staff members lunch claims and S&T allowance for official trips | 1 | DP | 350 000.00 | 01-Apr-21 | 31-Mar-22 | To be paid |
| 2 | Materials and Supplies | 1 | ONB | 1 220 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in place |
| 3 | Transport | 1 | EPE | 12 000 000.00 | 01-Apr-21 | 31-Mar-22 | To be contracted |
| 4 | Utilities | 1 | EPE | 835 400.00 | 01-Apr-21 | 28-Feb-22 | To be paid |
| 5 | Programming the Outapi Maintenance Regional Office motor gate with sensor | 1 | RFQ | 70 000.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 6 | Erecting of Carports and laying of Interlock at Okahao Sub Office | 1 | ONB | 374 626.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 7 | Installation of Shelves at Okahao Sub Office Storeroom | 1 | RFQ | 33 349.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 8 | Cleaning of Oshiku Sub Office Plot | 1 | IQ | 5 000.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 9 | Construction of Storeroom at Outapi Maintenance Office | 1 | ONB | 500 000.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 10 | Carry out routine Maintenance on Generator Sets, Sewer and Water Pumps, Incinerators, Autoclave machines, Mortuaries, Cold and Freezer rooms, Cooking Pots, Pans and Stove | 145 | ONB | 250 000.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 11 | Training and capacity building for staff members Health and Wellness Program | 61 | RFQ | 150 000.00 20 000.00 | 01-Apr-21 01-Apr-21 | 28-Feb-22 28-Feb-22 | To be contracted To be contracted |

Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Audio Visual and Media

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|--|----------|--------------------|-----------------|---------------------------------------|---|-------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Purchasing of Cleaning Materials | 50 | ONB | 20 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in Place |
| 2 | Purchasing of PCs and Laptop | 4 | ONB | 45 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in Place |
| 3 | Purchasing of Stationeries | 50 | ONB | 10 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in Place |
| 4 | Purchasing of Promotional Materials and Uniforms | 40 | ONB | 15 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in Place |
| 5 | Service of Fire Extinguisher | 10 | IQ | 3 500.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 6 | Repair of Airconditioners | 10 | ONB | 30 000.00 | 01-Apr-21 | 28-Feb-22 | Contract in Place |
| 7 | Purchasing of materials for the PA system | 8 | IQ | 7 500.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 8 | Printing of the Omusati Regional Newsletter | 500 | RFQ | 70 000.00 | 01-Apr-21 | 28-Feb-22 | To be contracted |
| 9 | Payment of DSA for Staff Members conducting documentary, Field work and Training | 10 | DP | 50 000.00 | 01-Apr-21 | 28-Feb-22 | To be paid |

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Financial Year: 2021/2022
 Public Entity: Omusati Regional Council
 Unit: Division Lands

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---------------|---|----------|--------------------|-----------------|---------------------------------------|---|-------------------|
| Serial Number | Description (includes packages, lots if applicable) | Quantity | Procurement Method | Estimated Value | Scheduled Date for invitation of Bids | Scheduled Date for awarding of Contract | Remarks |
| 1 | Material and supply | 1 | ONB | 75 000.00 | 01-Apr-21 | Quarterly | Contract in place |
| 2 | Transport (Kilometres) | 1 | DP | 75, 000.00 | 01-Apr-21 | Monthly | To be paid |
| 3 | Namibia Tourism Board | 1 | DP | 100 000.00 | 01-Apr-21 | Monthly, Bi-Monthly | To be paid |
| 4 | DSA | 1 | DP | 70 000.00 | 01-Apr-21 | Quarterly | To be paid |

Ervin Kamati
 Ervin Kamati
 Secretary: Procurement Committee

2021/03/03
 Date

Abisai Shaningwa
 Abisai Shaningwa
 Chairperson: Procurement Committee

03/03/2021
 Date

Gerwasius Kashindi
 Gerwasius Kashindi
 Accounting Officer

OMUSATI REGIONAL COUNCIL
 Private Bag 523 Outapi

2021-03-03 No. 2
 Tel: 065-251019
 Fax: 065-251079

03/03/2021
 Date

