



OSHAKATI TOWN COUNCIL

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906 Sam Nujoma Road
Private Bag 5530
OSHAKATI
Namibia

Our ref: **APP-2023-2024**
Enquiries: PMU

25 July 2023

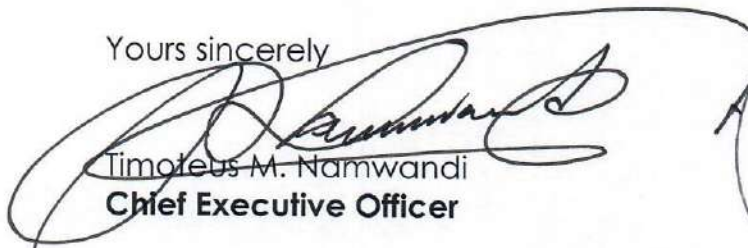
The Head
Procurement Policy Unit
Ministry Of Finance
Private Bag 13295
Windhoek
NAMIBIA

Dear Mr. Francois Brand

RE: SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR OSHAKATI TOWN COUNCIL FINANCIAL YEAR 2023-2024.

Attached please find the Annual Procurement Plan for Oshakati Town Council for financial year 2023-2024.

Yours sincerely


Timoteus M. Namwandi
Chief Executive Officer





Name of Public Entity: Annual Procurement Plan for Oshakati Town Council, Private Bag 5530, Oshakati, Tel: 065-2295500

Financial Period: 01 July 2023-30 June 2024

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-ONB (where applicable)
Vote 001- Council								
1	Payment of External member committees allowances for a period of 12 months	Various	NCS	Yes	EPE, DP	5,000.00	1 July 2023	Section 34 & 36
2	Provision of Termination of services fees	Various	NCS, G	Yes	RFQ, IQ	100,000.00	1 September 2023	Section 38 & 32
3	Provision of Mayor Entertainment for the period of 12 months	Various	NCS, G	Yes	IQ	10,000.00	1 July 2023	Section 38
4	Provision of Council annual contribution toward Mayoral Development Fund	1	NCS, G	Yes	EPE	20,000.00	1 October 2023	Section 34
5	Provision of incidental expenses for the period of 12 months	Various	NCS, G	Yes	IQ	10,000.00	1 July 2023	Section 38
6	Provision of Entertainment for Council events for the period of 12 months	Various	NCS, G	Yes	IQ, RFQ, DP	100,000.00	1 August 2023	Section 38, 32, 36
SLA	Procurement of Fuel and Oil for Council vehicles from 01 July -30 June 2024	Various	G	Yes	IQ, DP	70,000.00	1 July 2023	Section 36 & 38
7	Provision of Grants and Donations period of 12 months	Various	NCS, G	Yes	EPE	30,000.00	1 July 2023	Section 34
8	Provision of Strategic Plan 2022-2026 annual retreat session	1	NCS, G	No	RFQ, IQ	80,000.00	Annual, 01 September 2023	Section 38 & 32
9	Provision of annual of TV Licence Fees period of 12 months	1	NCS	Yes	EPE, DP	5,000.00	1 September 2023	Section 34 & 36
10	Provision of annual Council Legal Costs from 01 July 2022-30 June 2023	Various	NCS	Yes	EPE, DP	250,000.00	1 July 2023	Section 34 & 36
Agreement	Provision of annual membership affiliation fees for Municipal Associations	2	NCS	No	DP, EPE	80,000.00	1 August 2023	Section 36, 34
11	Contributions (MAYALAO ALANI) period 12 months	Various	NCS	Yes	DP, EPE	200,000.00	1 July 2022	Section 36 & 34
12	Payment of staff members lunch claims and Travel and Subsistence allowances for official trips from 01 July -30 June 2023	1	NCS, G	Yes	RFQ, IQ	80,000.00	1 December 2023	Section 38 & 32
13	Hosting of Year- End Function December 2023	12	NCS, G	Yes	RFQ, IQ	100,000.00	1 July 2023	Section 38 & 32
14	Provision of Conducting of Community Development Committee and Public Meetings from 01 July-30 June 2023	Various	NCS, G	No	RFQ, IQ, EPE, DP	90,000.00	1 August 2023	Section 32, 38 & 36
15	Provision for Hosting of annual Business Breakfast February 2024	1	NCS, G	Yes	RFQ	70,000.00	1 February 2024	Section 32
SLA	Provision of monthly utility bill Electricity Consumption from Oshakati	12	NCS	Yes	DP	4,000,000.00	1 July 2023	Section 36
16	Premier Electric for Council properties for the period 12 Months	1	G	Yes	IQ	8,000.00	1 August 2023	Section 38
17	Procurement of one mini fridge kitchen for second floor	1	G	Yes	RFQ	15,000.00	1 September 2023	Section 38
18	Procurement of office couch MC office	1	G	Yes	RFQ	30,000.00	1 September 2023	Section 32
19	Procurement of outdoor benches & foot office table	1	G	Yes	RFQ	20,000.00	1 September 2023	Section 32
20	Procurement of outdoor umbrellas	Various	NSC	Yes	RFQ, IQ, EPE, DP	150,000.00	1 August 2023	Section 32, 38 & 36
Vote 002, 016, 017, 018 & 019 -CEO Office								
1	Provision of annual Entertainment to the office of the CEO 01 July-30 June 2024	Various	NCS, G	Yes	IQ	10,000.00	1 July 2023	Section 38
SLA	Procurement of Fuel and Oil for CEO office vehicles -12 Months	Various	G	Yes	IQ, DP	250,000.00	1 July 2023	Section 36 & 38

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2	Payment of staff members lunch claims and Travel and Subsidance allowances for official trips at office of the CEO	Various	NCS	Yes	DP,EPE	560,000.00	1 July 2023	Section 38 & 34
3	Procurement of office furniture for the office of the Chief Executive Officer	1	G	Yes	IQ	5,000.00	1 September 2023	Section 38
4	Procurement of Local Economic Development activities from 01 July 2022-30 June 2024	Various	NCS,G	Yes	IQ,Rfq	150,000.00	01 July 2023, on request	Section 38 & 32
5	Procurement of Trade Fair Registration	Various	NCS	No	EPE,DP	20,000.00	01/07/2023, on request	Section 34 & 36
6	Procurement of Council Promotional Items	1	G	Yes	Rfq	200,000.00	01/07/2023, on request	Section 32
7	Hosting of Quarterly Public Private Dialogue Meetings from 01 July-30 June 2023	3	NCS,G	Yes	Rfq	100,000.00	1 September 2023	Section 32
8	Procurement for Hosting Annually Oshakati TOTEM Expo event	1	NCS,G	Yes	EPE,Rfq,IQ,DP	500,000.00	1 November 2023	Section 34, 32, 38 & 36
NCS/RBOSHHC-0121-	Procurement of Open Market Maintenance	Various	W	Yes	RB	380,000.00	1 July 2023	Expiring on 30 October 2023
22	Procurement and installation of 44 electrical Pre-paid Meters for Dr. Aupa Indongo Openmarket	44	W	Yes	DP	450,000.00	1 August 2023	Section 36
9	Redesign and Revenamping of Welcoming and Exiting Signs	1	W	Yes	Rfq	280,000.00	1 August 2023	Section 32
10	Upgrading of storm water channels at Dr. Indongo Open Market	1	W	Yes	RB	200,000.00	1 September 2023	Section 31
11	Procurement of Concll Trade Fair displaying screen	1	G	No	Rfq	350,000.00	1 August 2023	Section 32
12	Procurement of yearly Trade Fair Stand	1	G	No	Rfq	215,000.00	1 August 2023	Section 32
13	Procurement and installation of emergency water tank installations	1	W	Yes	Rfq	40,000.00	1 October 2023	Section 32
14	Upgrading of Sport Grounds Carpark	1	W	Yes	Rfq	250,000.00	1 August 2023	Section 32
15	Upgrading Open Market Kapana Area at Frans Aupa Indongo Open Market	1	W	Yes	RB	1,000,000.00	1 September 2023	Section 31
16	Upgrading of Evulubiko and Uplindi Community Development Centres	2	W	Yes	RB	1,500,000.00	1 November 2023	Section 31
17	Procurement of Gym Subscription Fees for Emergency section staff members - period of 12 months	12	NCS	Yes	IQ	5,000.00	1 August 2023	Section 38
18	Procurement of Fire Fighting Gears for Emergency Section staff members - period of 12 months	1	G	No	Rfq	200,000.00	1 August 2023	SECTION 32
19	Procurement of Protective Clothing for Emergency Section staff members - period of 12 months	1	G	No	Rfq	50,000.00	01/07/2023, on request	Section 38
20	Procurement of Small Tools and Equipments - period of 12 months	12	G	Yes	IQ	200,000.00	01/08/2023, on request	Section 38
21	Procurement of Small Tools and Equipments - period of 12 months	12	NCS	Yes	IQ	50,000.00	1 July 2023	Continuation
22	Formulation of Disaster Risk Management Plan	1	CS	No	DP	50,000.00	01/08/2023, on request	Section 38
23	Procurement of first aid and fire fighting equipment	1	G	Yes	IQ	40,000.00	1 August 2023	Section 38
24	Procurement of bedding for the new Council Fire Station	1	G	No	IQ,EPE	150,000.00	1 August 2023	Section 34
25	Procurement for call centre system at New Fire Station	1	G	Yes	EPE	30,000.00	01/07/2023, on request	Section 32
26	Procurement of hose pipe 85mm for Emergency section	1	G	No	Rfq	150,000.00	01/07/2023, on request	Section 31 & 36
27	Repair and maintenance of machines and equipments for emergency section	Various	NCS	Yes	DP, RB	446,788.56	1 August 2023	Section 31 & 36
28	Repair and maintenance of Fire Truck for emergency section	1	NCS	Yes	DP, RB	100,000.00	1 August 2023	Section 32
29	Procurement of office furniture for the new fire station	1	G	Yes	Rfq	80,000.00	1 September 2023	Section 32
30	Procurement of Stepout Uniform for Emergency Section staff members - period of 12 months	12	G	Yes	IQ	10,000.00	1 July 2023	Section 38
31	Procurement of Administration Charges - period of 12 months Under Procurement Management Unit section	12	NCS	Yes	EPE, IQ	150,000.00	1 July 2023	Section 38 & 34
32	Procurement of Advertising services for bids adverts - period of 12 months	12	NCS	No	EPE	10,000.00	1 July 2023	Section 34
33	Procurement of Bids Committee Internal structures allowances - period 12 months	12	NCS	Yes	EPE			

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35	Provision of purchase, supply and products/materials	Various	G	Yes	IQ	27,000.00	01/07/2023, on request	Section 38
36	Procurement of office furniture for Procurement Management Unit office	1	G	No	IQ	20,000.00	1 August 2023	Section 38
37	Procurement of Small Tools and Equipments: period of 12 months	Various	G	Yes	IQ	5,000.00	01/07/2023, on request	Section 38
38	Provision of Corporate Council Branding for the Council for the period of twelve (12) months	12	NCS	No	RB	500,000.00	1 August 2023	Section 31
39	Supply and delivery of council diaries and calendars for 2024	1	G	No	RFQ	90,000.00	1 September 2023	Section 34
40	Provision of GO TV Decoder and monthly subscription for the period of 12 months	12	NCS	Yes	DP, EPE	5,000.00	1 March 2023	Section 36 & 34
41	Provision of monthly newspapers subscription for the period of 12 months	12	NCS	Yes	DP, EPE	5,000.00	1 August 2023	Section 36 & 34
42	Provision of publicly and subscription for the period of 12 months	12	NCS	Yes	RFQ, IQ	150,000.00	July 2023, on request	Section 32 & 38
43	Provision of promotional materials and corporate gifts	Various	G	Yes	RFQ, IQ	150,000.00	on request	Section 32 & 38
44	Supply and delivery of Council Newsletters for the period of 12 months	12	G	Yes	RFQ, IQ	150,000.00	1 July 2023	Section 32 & 38
45	Provision of supply and delivery of photo portraits for the period of 12 months	12	G	Yes	RFQ, IQ	20,000.00	on request	Section 32 & 38
46	Provision of Public Relation Officer activities for the period of 12 months	12	NCS, G	Yes	RFQ, IQ	80,000.00	on request	Section 32 & 38
47	Provision of Corporate videos for the period of 12 months	Various	NCS, G	Yes	RFQ, IQ	60,000.00	on request	Section 32 & 38
48	Procurement and Designing of Council trophies and certificate for the period of 12 months	12	G	Yes	IQ	8,000.00	on request	Section 38
49	Provision for council publication, posters, brochures and flyers	Various	G	No	RFQ	60,000.00	01/07/2023, on request	Section 32
SLA	Provision of Bulk sms services for the period of 12 months	12	NCS	Yes	IQ	50,000.00	01/08/2023, on request	Section 38
50	Supply and delivery of size one tent for council events	1	G	No	RFQ	50,000.00	1 August 2023	Section 32
51	Supply and delivery of 30 rectangular steel tables	1	G	Yes	RFQ	30,000.00	1 August 2023	Section 32
52	Supply and delivery of one storage container	1	G	Yes	RFQ	100,000.00	1 August 2023	Section 32
53	Supply and delivery of one Council Podium	1	G	Yes	RFQ	50,000.00	1 August 2023	Section 32
	Vote 003,013 HR and Administration							
1	Provision of Advertising services for vacancies adverts from 01 July 22-30 June 2024	Various	NCS	Yes	EPE, DP	300,000.00	throughout	Section 34 & 36
2	Provision of Consultant services of all consultant work to be done under HR Department period 1 July 23-30 June 2024	12	SC	No	RFQ, DP, IQ	170,000.00	throughout, 09/2023	Section 36
3	Provision of Council Courier Services for the period of 12 months	12	NCS	Yes	EPE, DP	100,000.00	1 July 2023	Section 34 & 36
4	Provision of Council Postage/ Bulk Mail Purchase for the period of 12 months	12	G, NCS	Yes	DP, EPE	20,000.00	1 July 2023	Section 36 & 34
5	Procurement of Fuel and Oil for HR department vehicles for the period of 12 months	12	G	Yes	IQ, DP	40,000.00	1 July 2023	Section 36 & 38
6	Provision of monthly Telephone charges for the period of 12 months	12	NCS	Yes	DP, EPE	300,000.00	1 July 2023	Section 36 & 34
7	Provision of monthly Rental of Council Photo Copier Machines for the period of 12 months	12	NCS	Yes	DP, EPE	150,000.00	1 July 2023	Section 36 & 34
8	Procurement of Small Tools and Equipments for the period of 12 months	Various	G	Yes	IQ	5,000.00	1 August 2023	Section 38 (1)
9	Payment of staff members lunch claims and Travel and Subsistence allowances for official trips	Various	NCS	Yes	DP, EPE	130,000.00	01/07/2023	Section 36 & 34
10	Provision of Training Workshops for Council staff members	Various	NCS, SC	No	RP, RFQ	350,000.00	1 July 2023	Section 36 & 32
11	Provision of Workmen's Compensation fees	Various	NCS	Yes	DP, EPE	150,000.00	1 March 2024	Section 36
12	Provision of internship services for students from various Tertiary Institutions X	Various	NCS	No	DP, EPE	120,000.00	1 August 2023	Section 36
13	Procurement of Council and Management meeting Refreshment for the period of 12 months	Various	G	Yes	RFQ, IQ	80,000.00	1 July 2023	Section 32 & 38

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14	Provision of Staff Development and Financial Assistance to the Council staff members	Various	MCS, SC	Yes	DP, EPE	300,000.00	1 July 2023	Section 36 & 34
15	Procurement of Corporate wear for Council staff members	Various	G	No	DP, IQ, RFQ	400,000.00	1 September 2023	Section 36 & 36
16	Provision of medical examinations for Council staff members for the period of 12 months	12	MCS	Yes	DP, EPE	150,000.00	1 February 2024	Section 36 & 34
17	Provision of Performance Management System reward/incentive of Council staff members for the period of 12 months	Various	MCS	Yes	DP, EPE	50,000.00	ongoing/on request	Section 36 & 34
18	Procurement of 101 TR2 satin stainless	1	G	Yes	RFQ	25,000.00	1 August 2023	Section 32
19	Provision of annually clocking system licence for the period of 12 months	12	MCS	No	DP	25,000.00	1 July 2023	Section 36
20	Provision of pocket wifi for Corporate Officer for twelve months under financial year 2023-2024	1	MCS	Yes	IQ	15,000.00	1 August 2023	Section 38
21	Procurement of two office furniture	2	G	Yes	IQ	9,000.00	1 August 2023	Section 38
22	Supply and delivery of Council flat mop wringer	1	G	Yes	IQ	7,338.00	1 August 2023	Section 38
23	Provision of Professional Board fees	Various	MCS	No	DP, EPE	12,500.00	ongoing/on request	Section 36 & 34
24	Provision of apprenticeship for 20 trainees for the 12 months from 01 July 23-30 June 2024	20	MCS	Yes	EPE, DP	500,000.00	1 July 2023	Section 36 & 34
25	Provision of team building exercises for Council staff members financial year 2023-2024	1	MCS	Yes	RFQ	300,000.00	1 October 2023	Section 32
26	Provision of office/building cleaning for financial year 2023-2024	Various	MCS	Yes	RFQ	100,000.00	quarterly from 01 September 2023	Section 32
MCS/ONB/OSHTC-01/2022-2023	Provision of security services for Council properties financial year 2023-2024	12	MCS	Yes	ONB	2,500,000.00	1 July 2023	continuation of agreement expiring June 2024
W/RB/OSHTC-01/21-22	Provision of building maintenance for Council properties financial year 2023-2024	Various	W	Yes	RB	1,500,000.00	1 July 2023	continuation of agreement expiring June 2024
W/RB/OSHTC-01/21-22	Provision of aircon maintenance for Council properties financial year 2023-2024	Various	W	Yes	RB	150,000.00	1 July 2023	continuation of agreement expiring June 2024
27	Provision of procurement of Oshandra Lodge properties	1	G	Yes	DP, EPE	14,000,000.00	1 October 2023	Section 36 & 34
	Vote 004,008, 015- Finance, Assets and ITC							
1	Provision of monthly bank charges for financial year 2023-2024	12	MCS	Yes	DP	1,300,000.00	1 July 2023	continuation of agreement
MCS/RP/OSHTC-03/2021-2022	Provision of annuity 3% OF Debt Collection Commission fees for twelve months from July-30 June 2024	12	MCS	Yes	RP	1,200,000.00	1 July 2023	continuation of agreement
2	Provision of Consultant services of all consultant work to be done under Finance Department period 1 July 22-30 June 2024	12	MCS	No	DP	300,000.00	on request	Section 36
SLA	Provision of Annually and Monthly Computer Licence Fees	Various	MCS	Yes	DP	250,000.00	1 July 2023	Section 36
SVA	Provision of Monthly Charges Financial System	Various	MCS	No	DP	430,500.00	1 July 2023	Section 36
3	Provision of Fuel and Oil for Finance vehicles for financial year 2023-2024	Various	G	Yes	IQ, DP	130,000.00	1 July 2023	Section 36 & 38
4	Provision of Insurance services for Council properties July 2022-30 June 24	12	MCS	Yes	OAB	1,100,000.00	1 August 2023	not applicable
5	Procurement of Small Tools and Equipment	Various	G	Yes	IQ	45,000.00	on request	Section 38
SLA	Provision of monthly SMS Billing for the period of 12 months	12	MCS	Yes	DP	245,700.00	1 July 2023	Section 38
6	Repair and maintenance machine and equipments	12	MCS	Yes	IQ	5,000.00	ON REQUEST	Section 38
7	Procurement of cleaning materials for Council- Store Section	1	G	No	RFQ	200,000.00	1 July 2023	Section 32
8	Procurement of Printing materials and Stationaries for Council	Various	G	No	RB	850,000.00	1 July 2023	Section 31
9	Construction of pipes storing structure	1	W	Yes	RFQ	1,000,000.00	1 August 2023	Section 32
10	Procurement of pipes racks for store section	1	G	No	RFQ	500,000.00	1 August 2023	Section 32
11	Procurement of Protective clothing (overalls, boots, hats and coats) for Council employees	1	G	No	RFQ	150,000.00	1 August 2023	Section 32

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12	Provision of photo shop soft annual licence renewal	1	MCS	No		IQ	10,000.00	1 July 2023	Section 34
SLA	Request for proposals provision of Micro Soft windows annual licence	1	MCS	No		DP	250,000.00	1 July 2023	Section 31
SLA	Subscription for Oshakati Town Council period 01 July-30 June 2024	2	MCS	No		DP	157,895.27	1 July 2023	Section 36
13	Provision for Internet Expenses for Oshakati Town Council for the period 01 July-30 June 2024	2	MCS	No		IQ	20,000.00	on request	Section 31
SLA	Provision of Wireless Network for Oshakati Town Council for the period of 12 months	12	MCS	No		DP	70,000.00	continuation	Section 36
14	Provision of Website Design Expenses for Oshakati Town Council for the period of 12 months	12	MCS	No		RFQ	20,000.00	1 October 2023	Section 38
SLA	Provision of Antivirus Licence renewal for Oshakati Town Council for the period of 12 months	1	MCS	No		DP	250,000.00	continuation	Section 36
SLA	Provision of Microsoft Licence 365 annual licence renewal for Oshakati Town Council for the period of 12 months	1	MCS	No		DP	15,000.00	1 July 2023	Section 35
15	Provision of annual Domain Name Registration and renewal for Oshakati Town Council for the period of 12 months	Various	G	No		RB	30,000.00	1 October 2023	Section 31
16	Procurement and replacement of UPS Batteries for the period of 12 months	4	W	No		RB	70,000.00	ON REQUEST	Section 31
SLA	Procurement of Network switches (casco switches x 4) for the period of 12 months	12	MCS	No		DP	90,000.00	1 July 2023	Section 36
SLA	Provision of Network firewall SLA and licence renewal for the period of 12 months	12	MCS	No		DP	100,000.00	1 July 2023	Section 36
17	Supply and delivery of nine office furniture/chairs	1	G	Yes		RFQ	63,262.61	1 September 2023	Section 32
18	Payment of staff members lunch claims and Travel and Subsistence allowances for official trips for the period of 12 months	Various	MCS	Yes		DP,EPE	330,000.00	1 July 2023	Section 36 & 34
SLA	Provision of forgiate licence renewal	1	MCS	No		DP	50,000.00	on request	Section 36
19	Provision of Microsoft window server annual licence subscription fee	12	MCS	No		RFQ	250,000.00	1 July 2023	Section 31
Vote 005; 009;014;032;041;024TOWN ENGINEER									
1	Request for Proposals of Consultant services of all consultant work to be done under Technical Department period 1 July 21-30 June 2024	Various	CS	No		RP	100,000.00	1 August 2023	Section 35
2	Construction of abutment facility Engineering Department	1	W	Yes		RB	500,000.00	1 September 2023	Section 31
3	Procurement of elephant foot compactor	1	G	Yes		RFQ	80,000.00	1 September 2023	Section 32
4	Procurement of Fog Spray Machine	1	G	Yes		RFQ	65,000.00	1 September 2023	Section 32
5	Procurement of Dust Blower Machine	1	G	Yes		IQ	15,000.00	1 September 2023	Section 31
6	Repair and construction of mainline sewer for financial year 2023-2024	Various	W	Yes		RFQ	250,000.00	1 July 2023	Section 32
7	Payment of staff members lunch claims and Travel and Subsistence allowances for official trips for a period of 12 months	Various	MCS	Yes		DP	415,000.00	1 July 2023	Section 36
8	Supply,delivery and installation of street names : Oshakati Town	1	G	No		RFQ	500,000.00	1 March 2024	Section 32
9	Construction of Sewer Retention at Evululuko	1	W	No		OAB	7,000,000.00	30 July 2023	Not applicable
10	Provision of road maintenance and repair for the financial year 2023-2024	Various	W	No		EPE,DP	5,188,070.00	1 July 2023	Section 34 & 36
11	INHOUSE WORK	Various	W	Yes		DP,EPE	500,000.00	01 July 2023	Section 34 & 36
12	Provision of repair and maintenance of streets, sidewalk and stormwater in Oshakati-INHOUSE	Various	W	Yes		DP	65,000.00	1 August 2023	Section 36
13	Supply and delivery of X 2 breathing apparatus	2	G	No		DP	2,000,000.00	1 November 2023	Section 32
14	Construction of stormwater Channel in Oshakati	Various	W	Yes		RFQ	500,000.00	1 July 2023	Section 34 & 36
14	Replacement of asbestos pipes around Oshakati town-inhouse work	Various	W	Yes		DP,EPE	500,000.00	Continuation	Not applicable
2023	Supply and delivery of Sewer Truck Combination - Truck	1	G	Yes		ONB	5,500,000.00		
15	Procurement of 4 X submersible Sewer pumps	4	G	No		RFQ	1,000,000.00	1 September 2023	Section 32
16	Procurement of Lubricants (Grease, Oil & Eci)	Various	G	Yes		IQ	80,000.00	on request	Section 38
17	Provision of annually Mass Distance Charges for Council vehicles	Various	MCS	Yes		EPE	7,000.00	on request	Section 34

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18	Provision of Licence Renewals for Council vehicles	1	MCS	Yes	EPE	500,000.00	on request	Section 34
19	Procurement of Small Tools and Equipment	Various	G	Yes	IQ	10,000.00	on request	Section 38
20	Provision of annually GP licence fees-12 months	12	MCS	Yes	DP	7,000.00	on request	Section 36
21	Procurement of Fuel and Oil of all sections under Technical Department -01 July - 30 June 2024	Various	G	Yes	IQ,DP	698,335.25	1 July 2023	Section 36 & 38
22	Provision of annually Narmwater Bulk Water Purchase from 01 July - 30 June 2022	Various	G	Yes	DP,EPE	30,871,020.00	1 July 2023	Section 36 (2)(a) Section 34 (g)
23	Provision of repair and maintenance of Machine and Equipments for the period of 12 months	12	MCS	No	IQ,RFQ	527,000.00	1 July 2023	Section 32 & 38
MCS/ONBIOSHTC-05/2022-2023	Provision of maintenance and servicing of Council vehicles for two years from 01 July 2022-30 June 2024	24	MCS	No	OAB	1,000,000.00	Continuation	contract agreement expiring June 2024
	Supply and delivery of Traffic signs	Various	G	Yes	RFQ	80,000.00	01/07/2023, on request	Section 32
NCS/ONBIOSHTC-02/2022-2023	PROVISION OF OPERATION MAINTENANCE & REPAIR OF SEWAGE PUMP STATIONS FOR OSHAKATI TOWN COUNCIL FOR A PERIOD FROM THE 01ST JULY 2022 TO 30TH JUNE 2024	2	MCS	No	OAB	2,000,000.00	Continuation	Not Applicable(Contract in place until 30 June 2024
	Construction of roads at Okatana -Omatala Tar Road	1	W	No	ONB	8,000,000.00	1 July 2023	not applicable
	Construction of roads at Onawa Area-Oshakati Town	Various	W	No	RFQ	2,000,000.00	Nov-23	Section 32
	Procurement of office furniture-chairs	1	G	Yes	IQ	25,000.00	Sep-23	Section 38
	Provision of car wash of council vehicles for the period of 12 months	12	MCS	Yes	RFQ	30,000.00	1 July 2023	Section 32
	Provision of implements hire	Various	MCS	Yes	IQ	160,000.00	1 July 2023	Section 38
	Provision of sewer reticulation repair and maintenance	Various	MCS	Yes	IQ	350,000.00	1 July 2023	Section 38
	Provision of emergency sewer reticulation repair and maintenance	Various	MCS	Yes	IQ	500,000.00	1 July 2023	Section 38
	Procurement of office printers	2	G	Yes	RFQ	19,000.00	1 August 2023	Section 32
	Construction of services infrastructures-in house work	Various	W	Yes	EPE,DP	591,000.00	1 September 2023	Section 31
	Construction of ground and elevated water tower at Evululuko & Okandjengendi South	1	W	Yes	RB	500,000.00	1 October 2023	Section 31
Vote 006:01:012:031 HEALTH AND ENVIRONMENT								
DEPARTMENT								
1	Consultation fees for financial year 2023-2024	Various	MCS	No	IQ,DP	110,000.00	1 July 2023	Section 36 (2)(a) Section 38
2	Procurement of Fuel and Oil of all sections under Health Department-from 01 July -30 June 2024	Various	G	Yes	IQ,DP	600,000.00	Throughout	Section 36 (2)(a) Section 38
3	Provision of implement Hire services	Various	MCS	Yes	RFQ,IQ	250,000.00	Throughout	Section 32 (2) Section 38
4	Provision of Vector Control Program	1	MCS	No	RP	170,000.00	1 August 2023	not applicable
5	Procurement of Infectious Disease Control materials for Oshakati Town Council-from 01 July -30 June 2024	Various	G	Yes	IQ	150,000.00	Throughout	Section 38 (1)
6	Provision of Laboratory Test for sewer pond water around Oshakati Town-from 01 July -30 June 2024	4	MCS	Yes	RP	120,000.00	1 August 2023	not applicable
7	Provision of materials and stores for cleansing services at health department for the financial year 2023-2024	Various	G	Yes	IQ	50,000.00	Throughout	Section 38 (1)
8	Provision of AMICAL annually Membership Fees-12 months	1	MCS	No	DP,EPE	45,000.00	1 July 2023	Section 36 (d) Section 34 (c)
9	Provision of HIV / AIDS Awareness and commemoration day and activities for Oshakati Town Council employees	1	MCS	Yes	EPE,IQ	100,000.00	Throughout	Section 34 (d) Section 38
10	Procurement of Small Tools and Equipment for Health department usage-01 July -30 June 2024	Various	G	Yes	IQ	60,000.00	Throughout	Section 38 (1)
11	Procurement of Animal fodder for impounded stray animals around Oshakati Town-01 July -30 June 2024	Various	G	Yes	IQ	975,000.00	Sep-23	Section 38 (1)
12	Payment of staff members lunch claims and Travel and Substance allowances for official trips-01 July -30 June 2024	Various	MCS	Yes	DP,EPE	180,000.00	Throughout	Section 36 (2) (a) Section 34 (d)
13	Provision of contracted workers from 01 July 2022-30 June 2024	12	MCS	Yes	DP,EPE	135,000.00	1 August 2023	Section 36 (2) (e) Section 34 (d)

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NCS/ONBOSH/C-02/2021-2022	Request for Proposals of Treatment of Oxidation Pond around Oshakati Town for the period of one year	1	NCS	Yes	RP	450,000.00	continuation	Section 35 (1)
14	Provision of sanitation at Onawa Area	Various	W	Yes	RFQ	100,000.00	1 July 2023	Section 32
NCS/ONBOSH/C-05/2022-2023	Provision repair and maintenance of machines and equipments	Various	NCS	No	OAB	306,000.00	1 July 2023	Not applicable (contract in place until 30 June 2024)
15	Provision of repair and maintenance of impounding facilities	Various	W	Yes	RFQ, IQ	50,000.00	On request	Section 38 (1) & Section 32
16	Provision of repair and maintenance of Oshakati Caribian	Various	W	Yes	RFQ, IQ	50,000.00	On request	Section 38 (1) & Section 32
17	Provision of repair and maintenance of Oshakati Abattoir	Various	W	Yes	RFQ, IQ	50,000.00	On request	Section 38 (1) & Section 32
18	Provision of Conveyance and Burial services -01 July -30 June 2024	Various	G, NCS	Yes	EPE, IQ	25,000.00	On request	Section 34 (d) & Section 38
19	Procurement of Grave Number Plates for Oshakati Town Cementeries-12 months	Various	G	Yes	RFQ	40,000.00	Sep-23	Section 32
20	Provision of Design for new cemetery area at Okatama	1	NCS	No	OAB	300,000.00	Aug-23	not applicable
21	Provision of cemeteries maintenance around Oshakati Town	Various	W	Yes	RFQ	200,000.00	On request	Section 32
22	Fencing of old cemeteries in Oshakati Town-Anglican	1	W	Yes	RFQ	500,000.00	Aug-23	Section 32
23	Procurement of Trees and Shrubs Planting for Parks and sport grounds around Oshakati Town-12 months	Various	G	Yes	RB	50,000.00	Aug-23	Section 31 (b) & (d)
24	Provision of gardens maintenance around Oshakati Town	Various	W	Yes	RFQ, IQ	100,000.00	Throughout	Section 38 (1) & Section 32
25	Procurement of Pressure Water pump	1	G	Yes	RFQ	20,000.00	Oct-23	Section 32
26	Construction and Reception of Park : Ekuku Phase 3	1	W	Yes	RFQ	800,000.00	Aug-23	Section 32
27	supply and delivery of fertilizer for parks facilities within Oshakati Town	Various	G	Yes	IQ	50,000.00	Aug-23	Section 38 (1)
28	supply and delivery of crusher stones for parks facilities within Oshakati Town	Various	G	Yes	IQ	30,000.00	Oct-23	Section 38 (1)
29	supply and delivery of lawn for parks facilities within Oshakati Town	Various	G	Yes	IQ	45,000.00	Aug-23	Section 38 (1)
30	Provision for Annually Cleaning Campaign for Oshakati Town	Various	NCS, G	Yes	EPE, IQ	50,000.00	Oct-23	Section 34 (d) & Section 38
31	Procurement of No Dumping Signs to placed around Oshakati Town 01 July-30 June 24	Various	G	Yes	IQ	30,000.00	Aug-23	Section 38 (1)
NCS/ONBOSH/C-01/2022-2023	Provision for Thirteen (13) Refuse Removal Contractors	13	NCS	Yes	OAB	6,000,000.00	1 July 2023	Not applicable (contract in place until 30 June 2024)
32	Provision of Weight Bridge System Maintenance annually fee for the financial year 2023/2023	12	NCS	No	DP, EPE	150,000.00	Aug-23	Service Level Agreement
33	Procurement of 250 Refuse Receptacles to be used by residents around Oshakati Town for financial year 2023-2024	1	G	Yes	RFQ	300,000.00	Sep-23	Section 32
34	Supply and Delivery of Five (5) New Skip Containers to be used around Oshakati Town	1	G	Yes	RB	400,000.00	Sep-23	Section 31 (b) & (d)
35	Repair of old skip containers	Various	W	Yes	RFQ	100,000.00	Oct-23	Section 32
36	Provision of Landfill maintenance in Oshakati Town financial year 2023-2024	Various	W	Yes	RFQ	250,000.00	Aug-23	Section 32
37	Construction of Landfill site phase 3	1	W	No	RFQ	1,500,000.00	Oct-23	Section 32
38	procurement of water tank civic centre	1	G	Yes	IQ	15,000.00	Aug-23	Section 38 (1)
39	construction of children playground at Onawa location	1	W	Yes	RFQ	200,000.00	Feb-24	Section 32
40	construction of outside gym at Ext. 16	1	W	Yes	RFQ	150,000.00	Feb-24	Section 32
41	construction of public toilets for Angolan Embassy park	1	W	Yes	RFQ	150,000.00	Oct-23	Section 32
42	Provision for design and construction of small livestock slaughter house	1	NCS, W	Yes	RFQ, IQ	150,000.00	Sep-23	Section 38 (1) & Section 32
43	Procurement of Tree trimming machine	1	G	Yes	IQ	15,000.00	August 2023	Section 38 (1)
Vote 007; TOWN PLANNING AND DEVELOPMENT								
1	Request for Proposals of Consultant services of all constant work to be done under HR Department period 1 July 22-30 June 2024	Various	SC	Yes	DP, IQ	100,000.00	1 July 2023	Section 35 (1)
2	Procurement of Fuel and Oil for Planning office vehicles-period 1 July 21-30 June 2023	Various	G	Yes	IQ, DP	150,000.00	1 July 2023	Section 36 (2)(a) & Section 38

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3	Request for Proposals for Relocation & Transport Costs from 01 July-30 June 24	Various	NCS	Yes	RFQ	150,000.00	1 July 2023	Section 32
4	Procurement of Small Tools and Equipment from 01 July-30 June 24	Various	G	Yes	IQ	20,000.00	1 August 2023	Section 38 (1)
5	Payment of staff members lunch claims and Travel and Subsistence allowances for official trips-01 July-30 June 24	Various	NCS	Yes	DP,EPE	70,000.00	1 July 2023	Section 36 (2) (a) Section 34 (d)
6	Provision for Relocation- Informal settlers (Oshoopala Project)	1	NCS,G	Yes	RF,IQ	3,500,000.00	continuation	Section 31 (b) & (d)
7	Provision of Replacement and Identification of Beacons at rivers around Oshakati Town	Various	NCS	Yes	RF,Q,IQ	50,000.00	1 August 2023	Section 32 (2) & Section 38
8	Provision of Compensation for Mathangu & Land Owner around Oshakati Town for the period of 01 July-30 June 2024	Various	NCS	Yes	EPE	5,000,000.00	1 July 2023	Section 34 (d)
9	Provision Internal Subdivision costs for financial year 1 July -30 June 2024 (in-house)	Various	NCS	Yes	EPE	50,000.00	1 September 2023	Section 34 (d)
10	Provision of formalisation of Uupindi North and Okandjengendi North	2	NCS	No	OAB	1,300,000.00	1 July 2023	Not applicable
11	Surveying of Okandjengendi North, Okakukipupu, Oneshila, Uupindi north and portin of Ohingo	5	NCS	No	OAB	3,500,000.00	1 July 2023	not applicable
12	Provision for Alignment of Oshakati Extension 14 (Pohamba) (in-house)	1	NCS	No	EPE	300,000.00	1 July 2023	Section 34 (d)
13	Provision for Planning and surveying of Onawa EXT. 12 & 10 (in-house)	1	NCS	No	EPE	100,000.00	1 August 2023	Section 34 (d)
14	Provision for formalization uupindi North -Oshakati Town (in-house)	1	NCS	No	RB	200,000.00	1 July 2023	Section 31 (b) & (d)
16	Construction of Council Flats Phase 1	1	W	No	OAB	2,700,000.00	1 August 2023	not applicable
17	Supply and delivery of one E-filling cabinet and file demarcator	1	G	No	DP	500,000.00	1 August 2023	Section 38
TOTAL:						151,840,410.69		
Prepared by: Procurement Management Unit								
Signature: <i>[Signature]</i>								
Recommended by: Chairperson of Procurement Committee								
Signature: <i>[Signature]</i>								
Approved by: Accounting Officer								
Signature: <i>[Signature]</i>								



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