



Oshakati
TOWN COUNCIL

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Office of the
Chief Executive Officer

Enquiries: A-L. Korea
REF:5/5/3/17

11 July 2024

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

Dear Mr. Phineas Nsundano

**RE: SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR OSHAKATI
TOWN COUNCIL FINANCIAL YEAR 2024-2025**

Attached please find the Annual Procurement Plan for Oshakati Town
Council for financial year 2024-2025.

Yours sincerely



Timoteus M. Namwandi
Chief Executive Officer





Financial Period: 01 July 2024-30 June 2025

Name of Public Entity: Annual Procurement Plan for Oshakati Town Council, Private Bag 5530, Oshakati, Tel:065-229500

Procurement No. (e.g. 1,2,3,...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of codes in good practice	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method-ONB (where applicable)
1	Supply and delivery of Deputy Mayor cloth	1	G	No	RFQ	30,000.00	01/11/2024	Section 27 (4) (b) &(c)
2	Procurement of electronic equipments (Printers, computers, screen monitor, computer hardware, laptops, shledder machine) for council offices	various	G	No	RFQ	536,000.00	01/12/2024	Section 27 (4) (b) &(c)
3	Procurement of office furnitures for financial year 2024-2025	various	G	No	RFQ	362,000.00	01/01/2025	Section 27 (4) (b) &(c)
4	Procurement of Flat Mop Winger and Rol TR2 satin stainless steel	2	G	Yes	RFQ	32,338.00	01/02/2024	Section 27 (4) (b) &(c)
5	Procurement of eight (8) cellphones (64GB)	8	G	No	D	32,000.00	01/08/2024	Section 36 (1) (2) (a)
6	Procurement of Corporate Wear for 113 council employees	113	G	No	D	350,000.00	01/12/2024	Section 36 (1) (2) (a)
7	Provision of team building exercises for Council staff members financial year 2024-2025	1	NCS	No	RFQ	350,000.00	01/10/2024	Section 27 (4) (b) &(c)
8	Procurement of Internal Décor items for Council offices	50	G	No	RFQ	150,000.00	01/09/2024	Section 27 (4) (b) &(c)
9	Procurement of employees annual Medical Examination for Council Staff Members	120	NCS	No	DP, RFQ	250,000.00	01/03/2025	Section 27 (4) (b) &(c) & Section 36
10	Procurement of Binary Clocking System (Fire Station)	1	NCS	No	DP	40,000.00	01/08/2024	Section 36 (1) (2) (a)
11	Provision of Quarterly Repair and Maintenance of Council offices Airconditioners for three (3) years from 01 January 2025-31 December 2028	1	NCS	No	RFQ	150,000.00	01/11/2024	Section 27 (4) (b) &(c)
12	Supply, delivery and installation of new seven (7) (9000BTU's) x Air Conditioners	7	G	No	RFQ	150,000.00	01/10/2024	Section 27 (4) (b) &(c)
13	Provision of Quarterly Repair and Maintenance of all council properties for three (3) years from 01 January 2025-31 December 2028	various	W	No	RFQ	500,000.00	01/11/2024	Section 27 (4) (b) &(c)

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14	PROVISION OF SECURITY SERVICES (GUARDING) TO OSHAKATI TOWN COUNCIL PROPERTIES (IN OSHAKATI) FOR A TWO (2) YEAR PERIOD FROM THE 01 ST JULY 2024 TO 30 TH JUNE 2026.	2		NCS	No		ONB	2,000,000.00	02/04/2024	None
15	Construction of (14) fourteen new parking shades for (civic centre, engineering, and fire station)	1		W	No		RFQ	100,000.00	01/11/2024	Section 27 (4) (b) &(c)
16	Provision of Designing of New Office & filling Rooms	1		NCS	No		RFQ	500,000.00	01/12/2024	Section 27 (4) (b) &(c)
17	Supply and Delivery of five(5) DP1400 Motorola Radios	5		G	No		RFQ	120,000.00	01/07/2024	Section 27 (4) (c)
18	Construction of New Cashier points	1		W	No		RFQ	200,000.00	01/09/2024	Section 27 (4) (b) &(c)
19	Supply and Delivery of a one large office Whiteboard	1		G	No		IQ	5,000.00	01/09/2024	Section 27 (4) (c)
20	Supply,delivery and installation of Boardroom presentation and conference facility	1		G	No		RFQ	150,000.00	01/01/2025	Section 27 (4) (b) &(c)
21	Supply and installation of Network Toolbox	1		G	No		IQ	10,000.00	01/07/2024	Section 27 (4) (c)
22	Supply , Delivery and installation of Backup and disaster recovery solution	1		G	No		RFQ	400,000.00	01/11/2024	Section 27 (4) (b) &(c)
23	Supply and Delivery of Printing materials and Stationaries for Council for the period of two (2) years from 01 July 2024-30 June 2026	Various		G	No		IQ, RFQ	900,000.00	01/07/2024	Section 27 (4) (b) &(c)
24	Provision of photo shop soft annual licence renewal	1		NCS	No		IQ	10,000.00	01/12/2024	Section 27 (4) (c)
25	Provision of MicroSoft windows upgrade for Oshakati Town Council	70		NCS	No		RFQ	250,000.00	on request	Section 27 (4) (b) &(c)
26	Procurement for Wi-Fi Network Upgrade/Extender (access point) for Oshakati Town Council to improve signal strength and coverage.	various		NCS	No		IQ	20,000.00	on request	Section 27 (4) (c)
27	Provision of 100 Antivirus Licence renewal for Oshakati Town Council period 10 Oct 2024-10 Oct 2025	100		NCS	No		RFQ	30,000.00	01/06/2024	Section 27 (4) (b) &(c)
28	Supply and Delivery of UPS Batteries for Oshakati Town Council	30		G	No		RFQ	60,000.00	01/10/2024	Section 27 (4) (b) &(c)
29	Provision of Microsoft Licence 365 annual licence renewal for the period of 17 July 2024 - 17 July 2025	80		NCS	No		RFQ	250,000.00	01/06/2024	Section 27 (4) (b) &(c)
30	Construction of various Speed Humps within Oshakati Town	Various		W	No		IQ	200,000.00	01/07/2024, on request	Section 27 (4) (c)
31	Construction of Sewage and Water reticulation Network at Oshakati north Ext12	1		W	No		ONB	4,500,000.00	04/08/2024	None
32	Construction of Low Voltage (LV) and Medium Voltage (MV) Electrical reticulation Network at Oshakati North Ext12	1		W	No		ONB,	4,000,000.00	01/07/2024	None
33	Construction of sewer reticulation network on erf 4181 Ext 16	1		W	No		RFQ	1,000,000.00	01/08/2024	Section 27 (4) (b) &(c)
34	Construction of bulk services at Ompumbu	various		W	No		ONB	7,600,000.00	01/08/2024	None

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35	Procurement of Tyre branding machine	1	G	Yes	IQ	15,000.00	01/10/2024	Section 27 (4)(c)
36	Fabrication and workshop procurement Workbench with a vice at Engineering Building	1	G	Yes	IQ	10,000.00	01/08/2024	Section 27 (4)(c)
37	PROVISION FOR SERVICE, REPAIR AND OVERHAUL OF HEAVY AND LIGHT VEHICLES FOR THE PERIOD OF 2 YEARS AS FROM JULY 2024-TO JUNE 2026	various	NCS	No	RFQ,DP	1,472,000.00	01/06/2024	Section 27 (4) (b) &(c)
38	Procurement of Bearing pressing machine, compressor, tyre brand machine and work bench with vice for Oshakati Town Council	4	G	Yes	RFQ	325,000.00	01/08/2024	Section 27 (4) (b) &(c)
39	Construction of Various Stormwater in Town	various	W	No	RFQ	1,500,000.00	01/12/2024	Section 27 (4) (b) &(c)
40	Upgrading of Natis -NHE - Oshakati East Gravel Road to Tar road	1	W	No	ONB	5,000,000.00	01/09/2024	None
41	Fencing off Distiti Sewer Pump Station with Brickwall and electric fence	1	W	Yes	RFQ, RB	250,000.00	01/08/2024	Section 27 (4) (b) &(c)
42	Earthwork Platform for the New Sewage Treatment Plant (Phase 1)	1	W	No	ONB	5,000,000.00	01/07/2024	None
43	Construction of Sewer Treatment Plant (Civil and Concrete works) Phase 2	1	W	No	ONB	27,000,000.00	01/07/2024	None
44	Supply and delivery of vehicles to Oshakati Town Council	3	G	No	ONB	2,570,000.00	01/07/2024	None
45	Procurement and installation of f water prepaid meters	1000	G	No	RFQ,DP	1,000,000.00	01/08/2024	Section 27 (4) (b) &(c)
46	Construction of Elevated water tower(evululuko & okandjangedi south)	1	W	No	ONB	4,500,000.00	01/08/2024	None
47	Procurement of health related materials and items for a period of 12 months	various	G	Yes	RFQ, IQ	40,000.00	01/07/2024, on request	Section 27 (4)(c)
48	PROVISION OF REFUSE REMOVAL AND DISPOSAL SERVICES FOR OSHAKATI TOWN COUNCIL FOR A PERIOD OF 24 MONTHS FROM THE 01 ST JULY 2024 TO 30 TH JUNE 2026.	13	NCS	No	ONB	6,000,000.00	02/04/2024	None
49	Provision of implement Hire services for the priod of one (1) year from 01 July 2024-30 June 2025	Various	NCS	Yes	RFQ	300,000.00	01/07/2024	Section 27 (4) (b) &(c)
50	Procurement of No Dumping Signs for Oshakati Town Council for a period of one year from 01 July 2024-30 June 2025	Various	G	No	RFQ	20,000.00	01/08/2024	Section 27 (4) (b) &(c)
51	Procurement of 250 Refuse Receptacles to be used by residents around Oshakati Town for financial year 2024-2025	250	G	No	RFQ	350,000.00	01/10/2024	Section 27 (4) (b) &(c)
52	Supply and Delivery of Five (5) New Skip Containers to be used around Oshakati Town	5	G	No	RB	350,000.00	24/10/2024	Section 27 (4)(c)

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53	PROVISION OF LANDFILL MAINTENANCE: LEVELLING, LAYERING, COMPACTION AND COVERING OF LANDFILL WASTE WITH A BULLDOZER FOR A PERIOD OF ONE YEAR FROM 01 JULY 2024 TO 30 JUNE 2025	Various	W	Yes	RFQ	300,000.00	20/08/2024	Section 27 (4) (c)
54	Design & Construction of livestock slaughter house	1	W	No	RFQ	200 000.00	01/10/2024	Section 27 (4) (b) &(c)
55	Design, planning of new cemetery	1	NCS	No	RFQ	150 000.00	01/08/2024	Section 27 (4) (b) &(c)
56	Development of Recreation Parks	various	W	No	RFQ	1 500 000.00	01/08/2024	Section 27 (4) (b) &(c)
57	Supply and delivery of Lawn for maintenance of parks and sport grounds	Various	G	Yes	IQ	30 000.00	01/02/2025	Section 27 (4) (b) &(c)
58	Supply and delivery of X320 48-inch Riding Lawn Mower Machine	1	G	Yes	RFQ	120 000.00	01/03/2025	Section 27 (4) (b) &(c)
59	Supply and delivery of 2.2 KW Pressure pump-VKBJ 300M220V	1	G	No	RFQ	120 000	01/03/2025	Section 27 (4) (b) &(c)
60	Fencing and supply equipments for Children playground (Onawa)	1	W	No	RFQ	250 000	01/08/2025	Section 27 (4) (b) &(c)
61	Supply and delivery of tree cutting machine-MS 382 Petrol Chainsaw MS 382	2	G	Yes	RFQ	50 000.00	01/03/2025	Section 27 (4) (b) &(c)
62	Relocation of Informal settlers (Oshoopala location)	1	G & S	Yes	RFQ	2,000,000.00		Section 27 (4) (b) &(c)
63	Provision of Replacement and Identification of Beacons at ervens around Oshakati Town	Various	NCS	Yes	RFQ,IQ	50,000.00	on request	Section 27 (4) (c)
64	Formalisation of Onawa extensions	2	W	No	RFQ	1,300,000.00	01/08/2024	Section 27 (4) (b) &(c)
65	Supply and delivery of a foldable Aluminium Panels Trade Fair Stand (size 3 X 6m)	1	G	No	RFQ	215,000.00	01/07/2024	Section 27 (4) (b) &(c)
66	Construction of Tolem Expo Centre	1	W	No	ONB	4,000,000.00	01/08/2024	None
67	Supply, delivery and installation of electrical prepaid meters	40	G	No	DP	550,000.00	01/08/2024	Section 27 (4) (c)
68	Production of a corporate video	1	G	No	RFQ	60 000	01/08/2024	Section 27 (4) (b) &(c)
69	Supply and delivery of Tables and Chairs	1	W	No	RFQ	60,000.00	01/10/2024	Section 27 (4) (b) &(c)
70	Supply and delivery of Green carpets	1	G	No	RFQ	80 000	01/11/2024	Section 27 (4) (b) &(c)
71	Procurement of electronic appliances (washing machine, microwave,smart TV, DSTV,vacuum machine) for Oshakati Town Council	5	G	Yes	RFQ	35,800.00	01/08/2024	Section 27 (4) (b) &(c)
72	PROVISION FOR OPERATION, MAINTENANCE & REPAIR OF SEWERAGE PUMP STATIONS FOR OSHAKATI TOWN COUNCIL FOR A PERIOD OF 24 MONTHS FROM JULY 2024 TO JUNE 2026.	1	NCS	No	ONB	2,000,000.00	01/04/2024	None
73	Supply and delivery of first aid and fire fighting equipment, hose pipes 65 mm, breathing apparatus and refilling of fire extinguisher for emergency services	various	G	No	RFQ	330,000.00	01/07/2024	Section 27 (4) (b) &(c)
74	Procurement of beddings items	various	G	Yes	IQ	40,000.00	01/07/2024	Section 27 (4) (c)
75	Maintenance and upgrading of CCTV, alarm and Biometric Acces control mainenance	1	NCS	No	RB	250,000.00	01/10/2024	Section 31

76	Construction of Manholes	various	W	NO	RQF	250,000.00	24/07/2024	Section 27 (a) (b) &(c)
77	Procure Aluminium Ladder (10m long)	1	G	No	RFQ	8,000.00	01/09/2024	Section 27 (a) (b) &(c)
78	Procure Removing of reeds from sewer oxidation ponds	1	W	No	RFQ	300,000.00	01/10/2024	Section 27 (a) (b) &(c)
TOTAL:						86,628,138.00		
Prepared by: Procurement Management Unit								
Signature: <i>MNS</i>								
Recommended Chairperson of Procurement Committee								
Signature: <i>DP Veri</i>								
Approved by: Accounting Officer								
Signature: <i>[Signature]</i>								

