

ANNUAL PROCUREMENT PLAN - 2022/23

Item No	Activity Description	Quantity	Category of Procurement	Procurement Reserved for local Sourcing Directive	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids
1	Upgrade of SAGE Premier to SAGE 300 People for HR	1	Goods	Yes	RFQ	550,000.00	April
2	Acquisition of Vehicles Toyota (Hilux Double Cab 2.4 GD6 4x4 RAI MT (H32) and a Toyota Corolla Quest Prestige (B26)	2	Goods	Yes	RFQ	965,193.00	May
3	Audit Software (CaseWare for F's Production)	1	Goods	Yes	RFQ	100,000.00	July
4	Firewalls, Mobile Security, Patch Management & Network Infrastructure	1	Goods	Yes	RFQ	700,000.00	September
5	Online Training and E-Learning Infrastructure	2	Goods & Services	Yes	RFQ	700,000.00	July
6	Computer Desktop and Laptops	15	Goods	Yes	RFQ	500,000.00	June
7	Window Server and Email Server Upgrade	1	Non-consultancy service	Yes	RFQ	400,000.00	June
8	Website Upgrade	1	Non-consultancy service	Yes	RFQ	200,000.00	July
9	Lease of Institutional Network Printer	6	Goods	Yes	RFQ	600,000.00	May
10	Consultancy Recruitment and Staff Acquisition (12 Months)	1	Consultancy Services	Yes	RFP	700,000.00	May
11	Supply and Delivery of Cleaning Materials (24 Months)	Various	Goods	Yes	RFQ	90,000.00	May
12	Provision of Insurance Cover on NIPAM Assets and Other Risks (36 Months)	1	Non-Consultancy service	Yes	RFQ	315,292.00	April
13	Repair and Maintenance: Electrical Services (24 Months)	Various	Non-consultancy service	Yes	RFQ	60,000.00	May
14	Repair and Maintenance: Plumbing Services (24 Months)	Various	Non-consultancy service	Yes	RFQ	40,000.00	May
15	Repair and Maintenance: Air Conditioning Units (24 Months)	3 Buildings	Non-consultancy service	Yes	RFQ	90,000.00	May

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16	Provision of Travel and Accommodation - Agency Service (24 Months)	Various	Non-consultancy service	Yes	RFQ	66,162.00	May
17	Supply and Delivery of Face Masks, Wipe's & Hand Sanitizers (12 Months)	Various	Goods	Yes	RFQ	60,000.00	May
18	Annual Servicing of Power Generator (24 months)	1	Services	Yes	RFQ	50,000.00	June
19	Consultancy Services - Corporate Communication Services (3) years	Various	Goods	Yes	RFP	868,528.00	April
20	Consultancy Services - Legal Services (3) years	Various	Services	Yes	RFP	126,642.00	May
21	Consultancy Services - Job Evaluation and Grading Services	Various	Services	Yes	RFP	60,000.00	May
22	BoardWalks Licence	1	Non-consultancy service	Yes	RFQ	130,000.00	August
23	Microsoft Volume Subscription Licence	1	Non-consultancy service	Yes	RFQ	210,000.00	November
24	Data Loss Prevention System	1	Non-consultancy service	Yes	RFQ	150,000.00	November
25	VMware vCenter & vSphere Server subscri	1	Non-consultancy service	Yes	RFQ	240,000.00	April
26	Veeam Backup and Replication	1	Non-consultancy service	Yes	RFQ	45,000.00	August
27	VM Horizon 7 (computer labs)	1	Non-consultancy service	Yes	RFQ	128,000.00	September
28	Certificate Printing Personalisation Platform	1	Non-consultancy service	Yes	RFQ	45,000.00	November
29	Kaspersky Anti Virus	1	Non-consultancy service		RFQ	47,000.00	November
30	Fortinet Firewall	1	Non-consultancy service	Yes	RFQ	45,000.00	September
31	Sage VIP	1	Non-consultancy service	Yes	RFQ	60,000.00	February

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32	Sage 300	1	Non-consultancy service	Yes	RFQ	65,000.00	October
33	D-BIT Annual Subscription License	1	Non-consultancy service	Yes	RFQ	16,500.00	September
34	Moodle Hosting Subscription (E-Learning)	1	Non-consultancy service	Yes	RFQ	40,000.00	April
35	Gardening and Cleaning of the NIPAM Yard (3) years	1	Non-consultancy service	Yes	RFQ	180,000.00	June
36	Material Development	Various	Consultancy Service	Yes	RFQ	500,000.00	June
37	Internal Audit Services (3) years	1	Non-Consultancy Service	Yes	RFQ	1,335,688.00	June
38	Sage HR Upgrade Systems	2	Non-consultancy service	Yes	RFQ	670,000.00	May
39	EDRMS	1	Non-consultancy service	Yes	RFQ	1,600,000.00	May
40	Academic Enrolment and Administration System	1	Non-consultancy service	Yes	RFQ	1,000,000.00	April
41	Venus Management System	1	Non-consultancy service	Yes	RFQ	450,000.00	April
42	Consultancy Services - Assessment and Appraiser of Moveable and Assets	1	Non-consultancy service	Yes	RFP	150,000.00	May
43	Repair and Maintenance of the Venue Blids	1	Non-consultancy service	Yes	RFQ	160,000.00	May
44	Consultancy Services - Consultant to Formulate an Institutional Business Enterprise Risk Register	1	Consultancy Service	Yes	RFP	200,000.00	October
45	Renovation Services (Quantity Surveys, Structural Services and appointment of Constructor)	1	Works	Yes	RFP	850,000.00	July
46	Services of a Transcriptions Writer	1	Non-consultancy service	Yes	RFP	150,000.00	April
Total Amount Reserved						15,709,005.00	

Prepared by: Ms Victoria Shikudile

Signed *[Signature]*  
Date 30/03/2022

Recommended by: Mr Mino Gariseb

Signed *[Signature]*  
Date 30/03/2022

Approved by: Ms Maria N. Nangolo

Signed *[Signature]*  
Date

