

PUBLIC ENTITY:

Namibia Institute of Public Administration and Management (NIPAM)

Period: 01 October - 31 December 2022

QUARTERLY RETURN ON PROCUREMENT ACTIVITIES - THIRD QUARTER 2022/2023

(a) Procurement Reference No.	(b) Procurement Description Category	(c) Procurement Category	(d) Updated Estimated Cost (N\$)	(e) Procurement Method (OAB, RB, RFQ, RFP etc.,)	(f) Date Bidding Document Issued	(g) Closing Date of Bids	(h) No. of Bidder Invited (RB, RFQ, RFP and SVP only)	(i) No of SMEs Invited (For RB, RFQ, RFP and SVP only)	(j) No of Responsive Bids (for all procurement methods)	(k) Procurement reserved in the Sourcing	(l) Date Contract Awarded (dd/mm/yyyy)	(m) Name of Successful Bidder(s)	(n) Category of Successful Bidder	(o) Contract Value Approved (N\$)
NCS/RQ/FQS58/08/NPM/2021/2022	Company Secretary Services	NCS	1,767,620.00	RFQ	10-Aug-2021	20-08-2-21	9	5	2	Y	14-10-2022	Fuller & Associates	SME	63,250.00
NCS/RFQ/NPM-002/2022	Repairs and Maintenance of Air Conditioning Units (2 Years)	NCS	90,000.00	RFQ	03-May-2022	31-May-2022	25	6	13	Y	11-Oct-2022	JB Cooling & Refrigeration	SME	95,000.00
NCS/ONB/NPM-02/2022	Leasing of Multifunctional Printers Machines for 36 Months	NCS	600,000.00	OAB	15-Sep-2022	18-Oct-2022	15	5	9	Y	13-Dec-2022	Schoemans Office Solutions (Pty) Ltd	LNF	158,580.00

RETURN ON PROCUREMENT ACTIVITIES

Total Amount Spent :	316,830.00
Total No of Contract Awarded to SMEs:	2
Total Amount Paid to SMEs:	158,250.00
Grand Total	316,830.00

Category: CS= Consultancy Services, G= Goods, NCS= Non-Consultancy Services and W = Works

Procurement Method: DP = Direct Procurement, EP = Emergency Procurement, ONB = Open National Advertised Bidding, OIB = International Open Advertised Bidding, RB = Restricted Bidding, RP = Request For Proposal R-Q = Request For Sealed Quotations, SVP - Small Value Procurement, EPE = Execution by Public Entities, ERA = Electronic Reverse Auction

Category of Successful Bidder: FF= Foreign Firm, LNF = Large National Firm, SME = Small and Medium Enterprise

Prepared by: Mr Vernon Van Wyk

Head: PMU
Tel: 061-296 4827

Recommended by: Ms Nguvujita Zatzjina

Procurement Committee
Chairperson

Approved by: Ms Maria N. Nangolo

Accounting Officer
Date: 2023.00.01

