

Name of Public Entity: **NAMIBIA INSTITUTE OF PUBLIC ADMINISTRATION AND MANAGEMENT**

Financial Period: **2023 / 2024**

Procurement No. (e.g. 1,2,3...)	Description of Procurement (Include lots if applicable)	Quantity	Procurement Category	Is the procurement reserved in terms of the Code of Good Practice?	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Agency for Provision of Travel and Accommodation - (24 Months)	1	NCS	Yes	ONB	-	01/04/2023	
2	Supplier of Marketing Materials	1	NCS	Yes	ONB	500,000	01/04/2023	
3	Recruitment and Staff Acquisition Services (12 Months)	1	CS	Yes	RFQ	90,000	01/04/2023	
4	Management Consultant: Review of NIPAM Strategic Plan, Budget	1	CS	Yes	ONB	100,000	01/04/2023	
5	Financial Consultant: Development of Annual Financial Statements (AFS) for 2 years	1	CS	Yes	ONB	350,000	01/04/2023	
6	Supply, Delivery and Provision of Catering Service to NIPAM for a period of 3 Years	1	CS	Yes	ONB	-	01/04/2023	
7	Resources pool: Perform duties as facilitators for the training programmes / Consultant	1	CS	Yes	ONB	-	01/04/2023	
8	Provision of Insurance Cover on Assets and Other Risk	1	NCS	Yes	RFP	320,000	01/04/2023	
9	Supply and Delivery of Cleaning Materials	Various	G	Yes	ONB	90,000	01/04/2023	
10	Material Development	Various	G	Yes	ONB	1,000,000	01/04/2023	
11	Vmware vCentre & vsphere Server - Licence Renewal	6	NCS	Yes	ONB	240,000	01/04/2023	
12	Veeam Backup Software Renewal (1 Yr)	1	NCS	Yes	RFQ	45,000	01/04/2023	
13	Upgrade of SAGE 300C - HR	1	NCS	Yes	RFQ	670,000	01/04/2023	
14	SAGE 300C Application update and installation, including three (3) years of support service	1	NCS	Yes	RFQ	550,000	01/04/2023	
15	Cybersecurity	1	NCS	Yes	RFQ	700,000	01/04/2023	
16	Internal Audit Services (3) Years	1	NCS	Yes	RFQ	1,335,688	01/04/2023	
17	External Audit Services for a period of 3 Years	1	NCS	Yes	RFQ	1,440,853	01/04/2023	
18	Online Training and E-Learning Infrastructure (Audio Visual for training venues)	1	G	Yes	RFQ	700,000	01/04/2023	
19	EDRMS	1	NCS	Yes	RFQ	1,600,000	01/04/2023	
20	Academic Management Application	1	NCS	Yes	RFQ	1,000,000	01/04/2023	
21	Service Level Agreement: Virtual Environment Infrastructure Support for 3 years	1	CS	Yes	RFQ	400,000	01/04/2023	
22	Provision of Legal Services : Governance	Various	CS	Yes	RFQ	200,000	01/04/2023	
23	Supply and Delivery of Stationery	Various	G	Yes	ONB	100,000	01/04/2023	
24	Laptops	20	G	Yes	RFQ	198,750	01/05/2023	
25	PCs	20	G	Yes	RFQ	198,750	01/05/2023	
26	Acquisition of Vehicles (1x Bakkie, 2x Sedan)	3	G	Yes	ONB	400,000	01/05/2023	
27	Upgrade of NIPAM Website	1	NCS	Yes	ONB	200,000	01/05/2023	
28	Provision of General Electrical Maintenance and Repairs Services (24 Months) on need bases	1	NCS	Yes	ONB	60,000	01/05/2023	
29	Provision of Plumbing and Repair Services (24 Months) on need bases	1	NCS	Yes	ONB	40,000	01/05/2023	
30	Debt Collection Services (3 Years)	1	CS	Yes	RFQ	250,000	01/05/2023	
31	Board Application - Licence	1	NCS	Yes	ONB	200,000	01/05/2023	
32	Service Level Agreement: Provision of Legal Services for a period of Three (3) years	1	CS	Yes	RFQ	500,000	01/06/2023	
33	Annual Servicing of Power Generator for Two (2)	1	NCS	Yes	ONB	50,000	01/06/2023	
34	Consultancy Services: Assessment and Appraiser of Moveable Assets	1	CS	Yes	RFP	150,000	01/06/2023	
35	Quantity Surveys Services for Building Renovations	1	CS	Yes	ONB	1,000,000	01/07/2023	
36	Upgrade Internet bandwidth	1	NCS	Yes	RFQ	70,000	01/07/2023	
37	Supply and Installation of Building Biometrics	1	NCS	Yes	ONB	366,000	01/08/2023	
38	Maintenance of Ground Floor (Renovation) Administration building	1	W	Yes	ONB	850,000	01/09/2023	
39	Microsoft Volume Subscription - Licence Renewal	1	NCS	Yes	ONB	200,000	01/10/2023	
40	Data Loss Prevention System License Renewal	1	NCS	Yes	ONB	50,000	01/10/2023	
41	Certificate Printing Personalization Platform (1 Yr) - Licence Renewal	1	NCS	Yes	DP	55,000	01/10/2023	
42	Kaspersky Anti Virus Licence - Renewal	1	NCS	Yes	RFQ	50,000	01/10/2023	
43	Fortinet Firewall - Licence Renewal	1	NCS	Yes	RFQ	45,000	01/10/2023	
44	Moodle Hosting Subscription (E-Learning)	1	NCS	Yes	RFQ	40,000	01/12/2023	
45	Adobe Creative Cloud Subscription	1	NCS	Yes	RFQ	20,000	01/01/2024	
Total Amount Estimated						16,425,041		

Approved - Accounting Officer (Name): **Ms Maria N Nangolo**

Signature: 

Date: **2023. 03. 03**