

NAME OF PUBLIC ENTITY: Namibia Institute of Public Administration and Management (NIPAM) QUARTER: SECOND QUARTER PROGRESS REPORT ON PROCUREMENT ACTIVITIES - 2023/2024

QUARTERLY PROCUREMENT REPORT (Awarded Procurements ONLY)																		
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)			
Procurement Reference No.	Procurement Description	Category	Is the procurement reflected in the APP?	Estimated Cost of the Procurement (N\$)	Updated Estimated Cost of the Procurement (N\$) (if applicable)	Method used (ONB, RB, RFQ, RFP etc.)	Is the Procurement Method used same as reflected in the APP?	Bidding Document Issue Date (dd/mm/yyyy)	Bid Closing Date (dd/mm/yyyy)	No. of Bidder Invited (For RB, RFQ, RFP and FO only)	No of SMES Invited (For RB, RFQ, RFP and SVP only)	No of Bids received	No. of Responsive Bids	Is the procurement executed in terms of the Code of Good Practice?	Date of Contract Award (dd/mm/yyyy)	Name of Successful Bidder(s)	Category of Successful Bidder	Awarded Contract Value (N\$)
WRFQ/NIPAM/01/2023/2024	Servicing and Repair of the NIPAM Water Fountain System	W	Y	30,000.00		RFQ	N	16-Jun-2023	27-Jul-2023	NA	NA	2	1	Y	08-Sep-2023	Stage Six Investments cc	SME	24,092.50
G/NIPAM/03/2023/2024	Supply and Delivery of Laptops	G	Y	420,000.00		ONB	Y	23-Jun-2023	03-Aug-2023	NA	NA	32	32	Y	08-Sep-2023	Green Enterprise Solutions (PTY) Ltd	SME	33,320.00
CSRFP/NIPAM/01/2023/2024	Recruitment and Staff Acquisition Services	CS	Y	200,000.00		RFQ	N	23-Jun-2023	03-Aug-2023	NA	NA	2	2	Y	08-Sep-2023	Elite Employment Consultancy cc	SME	11% on the annual cost to company package of each position
G/NIPAM/04/2023/2024	Supply and Delivery of Kitchen Cutleries and Crockeries	G	Y	400,000.00	700,000.00	ONB	Y	23-Jun-2023	03-Aug-2023	NA	NA	6	5	Y	08-Sep-2023	African Packaging (Pty) Ltd	LNF	656,787.33
NCSRFQ/NIPAM/02/2023/2024	Supply and Delivery of Veeam Backup Software Renewal (One-year Subscription)	NCS	Y	45,000.00	56,763.00	RFQ	N	23-Jun-2023	12-Jul-2023	NA	NA	10	10	Y	12-Sep-2023	Sims Technologies cc	SME	56,763.00
NCSRFQ/NIPAM/03/2023/2024	Supply and Delivery of VMWARE VSPHERE 6 Annual Renewal License (One-year Subscription)	NCS	Y	240,000.00		RFQ	N	23-Jun-2023	12-Jul-2023	NA	NA	7	7	Y	12-Sep-2023	Virtual Technologies (Pty) Ltd	SME	237,150.83
G/NIPAM/02/2023/2024	Supply and Delivery of Desktops and Related Items	G	Y	300,000.00		ONB	Y	23-Jun-2023	03-Aug-2023	NA	NA	25	25	Y	12-Sep-2023	Gadget (Africa)	SME	246,820.12

Total Amount Spent (Procurement): 1,154,763.78

RETURN ON PROCUREMENT ACTIVITIES:

Total Amount Spent: 1,154,763.78

Total No of Contract Awarded to SMEs: 6

Total Amount Paid to SMEs: 597,976.45

Grand Total 1,154,763.78

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, RFQ = Request For Sealed Quotations, JQ = Small Quantity and Management

Prepared by: Ms Victoria Shikudile
 Recommended by: Mr. Sankwasa Mubita
 Head: Procurement Management Unit

Approved by: Ms Nguvujita Zaitiue
 Acting Accounting Officer

Date: _____

