


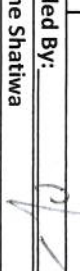

## Annual Procurement Plan

Financial Year:		2019/20							
Public Entity:		OFFICE OF THE VICE-PRESIDENT							
Serial Number	Description (includes packages, lots if applicable)	Quantity	Procurement Method	Estimated Value	Scheduled Date for Invitation of Bids	Scheduled Date for Award of Contract	Remarks		
1	Short Training courses, workshops and Symposiums.	10	Request for Sealed Quotation	747 000	Annually (throughout the year)		For training of more than 30 staff members		
2	Qualifying courses:	8 staff members	Direct Method	80 000	Annually (throughout the year)		Training of staff members.		
3	Crockery, cutlery, glasses & other related equipment	Various Items	Small value	5 000	Aug-19	Aug-19	Procured once-off		
4	Transport (fuel) maintenance and rental)	34	Execution by Public Entities.	5 302 000	Annually (throughout the year)		Government Garage		
5	Advertisement	5 adverts	Sealed Quotation	145 000	Annually (throughout the year)				
6	Printing Services (Name Tags, Booklets, Calendars, <del>letterheads, booklets</del> )	4 Jobs	Sealed Quotation	65 000	Annually (throughout the year)				
7	Support Service for VFFMS Oracle Applications.	1	Direct Method	360 000	Aug-19	Aug-19	through a Service Level Agreement		
8	Anti-virus Maintenance	Software 1	Sealed Quotation	50 000	Dec-19	Jan-19	To update the anti-virus for 250 computers		
9	Installation & maintenance of Servers (VFFMS Server)	8 1	Sealed Quotation	450 000	Aug-19	Sep-19	Installation of Windows Servers and maintenance services on servers for 12 Months		
10	BizConnect/ upgrade	MPLS 13 Regions	Direct Method	80 000	Jun-19	Sep-19	To enhance the connection of regional offices to the Head Office by Telecom.		

11	Setting up of Network Infrastructure for Hardap Regional Office	I Region	Direct Method	30 000	Aug-19	Aug-19	To establish internet connectivity to the Headoffice for improved administration.
12	IT related items	various items	Sealed Quotation	50 000	Jul-19	Oct-19	Procurement of firewall, 1GB network switch, server ram, server storage drives, 2TB External HD, PC Technician and Network Tool kit, dust blower, digital multimeter/multi tester
13	Utilities (Excluding Photocopy Hire)	Various items	Execution by Public Entities	6 289 000	Annually (throughout the year)		Monthly charges for water, electricity, courier charges, cellur phones, Telephone, Po Boxes etc.
14	Filling Cabinets (furniture)	20	Sealed Quotation	150 000	Aug-19	Aug-19	Filling Cabinet for main Registry
15	Voice recorders	3	Small value	6 000	Aug-19	Aug-19	To record interviews with veterans
16	Geotechnical Survey	1	Sealed Quotation	150 000	Sep-19	Oct-19	To be carried out at Outapi Outdoor Museum
17	Topographical Survey	1	Open Advertised Bidding	150 000	Sep-19	Oct-19	To be carried out at Outapi Outdoor Museum
18	Feasibility Study and Design of Monument	1	Sealed Quotation	800 000	Sep-19	Oct-19	
19	Fencing of Opwvo Site, Omuthiya Site and Office plot	1	Sealed Quotation	600 000	Aug-19	Sep-19	The Fencing of various sites and plot to be carried out concurrently
20	Feasibility study for Omngulungombashe	1	Sealed Quotation	500 000	Oct-19	Nov-19	To be carried out in consultation with the National Heritage Council of Namibia
21	Transcription of appeals 4 times a year	1	Sealed Quotation	50 000	Annually (throughout the year)		

22	Implementation of Biometric System	1	Open Advertised Bidding	1 450 000	Oct-19	Nov-19	Directorate of Policy, Heritage and Social Affairs to request specifications from the Office of the Prime Minister
23	Scanning of Veterans Manual Files	1	Public Entry	300 000	Oct-19	Nov-19	The Namibia Statistics Agency (NSA) to be approached for assistance in this regard
24	Desktop Computers	8	Sealed Quotation	240 000	May-19	Oct-19	2 PCs for ED RMS, 6PCs for DOPHSA
25	MS Softwares packages	1	Sealed Quotation	200 000	May-19	Oct-19	
26	Webcams	28	Sealed Quotation	30 000	Jul-19	Oct-19	
27	Printers and Fax machines	4+(2)	Sealed Quotation	30 000	Aug-19	Aug-19	Fax machines for Director of DOPHSA and Division Social Affairs primarily for daily receipt of funeral request documents and feedback of approvals to Service providers
28	Heavy Duty Binding Machines and a Heavy Duty Shredder	4	Sealed Quotation	40 000	Aug-19	Sep-19	To deal with binding of thick documents and shred a high volume of sensitive documents
29	Medical Appliances for Veterans	Various items	Direct	500 000			Specialized equipment, directly solicit bids from service providers: Directorate of Policy, Heritage and Social Affairs to seek approval from the Policy Unit.
30	Funeral Services	As need arises	Open Advertised Bidding	3 789 493	Sep-19	Oct-19	Contract for Financial Year 2018/19, Directorate of Policy, Heritage and Social Affairs to seek approval from the Policy Unit.

31	Tombstones	7		Open Advertised Bidding	3 152 785	Jun-19	Aug-19	Contract for Financial Year 2018/19. Directorate of Policy, Heritage and Social Affairs to seek approval from the Policy Unit.
32	Medical services	As need arises.		Direct Method	2 149 745	Annually (throughout the year)		Medical Doctors are specialised in certain fields. Veterans that need medical treatment (medication) that is not available at the State Hospitals.
33	Individual Veterans Projects (VP's)	10		Direct Method	2 000 000	Annually (throughout the year)		Veterans procure directly from Suppliers of their choice and present invoices to mova for Payment
34	Renovations of NDC Building Omuthiya	1		Sealed Quotations	150 000	Aug-19	Sep-19	To begin renovations on NDC building at Omuthiya, earmarked for rental by Veterans, Marginalised and Disability Affairs.
35	Renovations of burnt house in Keetmanshoop	1		Sealed Quotations	1 600 000	Aug-19	Sep-19	To begin renovations on a burnt house at Keetmanshoop earmarked for office space for Veterans, Marginalised and Disability Affairs.
36	Appointment of Mechanical & Electrical Engineers for Ojizondjupa Regional Office Construction	1		Open Advertised Bidding	3 130 179	Aug019	Sep-19	Commencement of Mechanical and Electrical works for the construction of Ojizondjupa Regional Office
37	Upgrading at Etaka Recreational Facility	2		Sealed Quotation	1 500 000	Aug-19	Aug-19	Commencement of installation of Sceptic Tanks, Doors, Windows, Fencing off of Plot A & Installation of Kitchenett, facilitate EIA
38	Documentation at Okatope poultry Farm	1		Public Entity	2 153 683	Aug-19	Aug-19	Enter Into PPP (Master Plan for Public Private Partnership)

39	Rehabilitation of water infrastructure at resettlement farms	1	Sealed Quotation	500 000	Aug019	Aug-19	
40	Feeding for San Development Programme	San Feeding	Open Advertised Bidding	15 000 000		Throughout the year.	
41	Student Support	700	Direct Method	15 000 000		Throughout the year.	Payment of tuition fees and accommodation
42	Installation of a Sewage System	1	Sealed Quotations	1 500 000	Sep-19	Oct-19	Installation of sewage system for houses at Corridor 17
				<b>Estimated Grand Total Procurement Value for Financial Year 2019/2020</b>			<b>68 974 885</b>
<b>Vote 31, Office of the Vice-President Annual Procurement Plan 2019/20</b>							
Submitted By: 							
Mr. Hammukoto Pohamba							
Procurement Management Unit: Chairperson							
Recommended By: 							
Ms. Catherine Shatiwa							
Procurement Committee: Chairperson							
Approved By: 							
Mr. Abraham Ilionga							
Executive Director							



OFFICE OF THE VICE-PRESIDENT  
VETERANS AFFAIRS  
Date: 23-07-2019

PERMANENT SECRETARY