



Republic of Namibia
Annual Procurement Plan

Name of Public Entity: Ministry of Labour, Industrial Relations, and Employment Creation (MLIREC)					Financial Period: FY 2024/2025			
Procurement No. (e.g. 1,2,3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Provision of Security Services	Various	NCS	Yes	OAB	7,200,000.00	Various	NA
2	Rental of office accommodation	Various	NCS	Yes	OAB	1,700,000.00	Various	NA
3	Service, repair and provision of Spare Parts & accessories of GRN vehicles	Various	NCS	Yes	RFQ	950,000.00	Various	NA
4	Supply and Delivery of Office Furniture & Equipment/ IT Equipment	Various	G	Yes	OAB	1,397,000.00	Various	NA
5	Supply and Delivery of Computer Supplies - Toners/Cartridge Drums -	Various	G	Yes	OAB	1,003,000.00	Various	NA
6	Supply and Delivery of Cleaning Materials	Various	G	Yes	OAB	700,000.00	Various	NA
7	Supply and Delivery of personal protective clothing	Various	G	Yes	OAB	81,000.00	Various	NA
8	Provision of Computer Services - Software/SSL	Various	NCS	Yes	OAB	637,000.00	Various	NA
9	Provision of Day-to-day Maintenance (Minor repairs/upgrading/ operational equipment/installation of signboards	Various	NCS	Yes	RFQ	675,000.00	Various	NA
10	Provision of Training /Symposiums/Workshop services/hospitality	Various	NCS	Yes	DP	947,000.00	Various	NA
11	Commission and Board	Various	NCS	No	RFQ	585,000.00	Various	NA
12	Provision of Printing & Advertisements services	Various	NCS	Yes	RFQ	1,140,000.00	Various	NA
13	Supply and Delivery of Tyres & Batteries	Various	G	Yes	OAB	260,000.00	Various	NA
14	Upgrading of existing CCTV cameras with cloud network, access cards for all offices and entrance doors	Various	NCS	Yes	OAB	250,000.00	Various	NA
15	Supply and Delivery of Stationery	Various	G	Yes	OAB	468,000.00	Various	NA
16	Supply and Delivery of Photocopy Papers Supplies	Various	G	Yes	RFQ	207,000.00	Various	NA
17	Provision of Wellness Activities	Various	NCS	Yes	RFQ	200,000.00	Various	NA
18	Supply and delivering of domestic and international travel tickets services	Various	NCS	Yes	RFQ	980,000.00	Various	NA
19	General Office Supply & Others	Various	G	Yes	RFQ	260,000.00	Various	NA

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20	Supply, Delivery, and Service of Fire Extinguishers	Various	NCS	Yes	OAB	100,000.00	Various	NA
21	Fax Machine Rental	Various	NCS	Yes	DP	70,000.00	Various	NA
22	Trade Fair stand and Career Fair	Various	NCS	No	DP	30,000.00	Various	NA
23	IT Equipment Maintenance	Various	NCS	Yes	RFQ	50,000.00	Various	NA
24	Provision of other office maintenance services (Miscellaneous)	Various	NCS	Yes	RFQ	50,000.00	Various	NA
25	Provision of domestic and foreign accommodation services	Various	NCS	Yes	RFQ	40,000.00	Various	NA
26	Supply and Delivery of Office Refreshments	Various	G	Yes	RFQ	200,000.00	various	NA
27	Supply and Delivery of Corporate Gifts	Various	G	Yes	DP	26,000.00	Various	NA
28	Supply and Delivery of Newspaper	Various	G	Yes	RFQ	5,000.00	Various	NA
30	Construction of MLIREC office In Nkurenkuru	1	W	No	OAB	300,000.00	1	NA
31	Extension of Labour office in Otiwarongo	1	W	No	OAB	5,700,000.00	Various	NA
32	Supply and Delivery of Psychometric Materials	Various	G	No	RFQ	41,000.00	Various	NA
33	Maintenance of NIEIS	Various	NCS	No	DP	72,000.00	Various	NA
34	Supply and Delivery of online Psychometric Materials	Various	NCS	No	DP	150,000.00	Various	NA
36	Procurement of Productivity promotion related activities and service including	Various	G	No	RFQ	210,000.00	Various	NA
37	Supply and Delivery of Employment Creation Related activities	Various	NCS	No	RFQ	200,000.00	Various	NA
Executive Director -				Signature:				

