



Annual Procurement Plan

Name of Public Entity: Namibia Qualifications Authority					Financial Period: 2026-2027			
Procurement ent No. (e.g. 1,2,3...)	Description of Procurement (include lots if applicable)		Quantity of 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	Provision of Legal Consultancy Services for a period of 24 months.	Various	CS	NA	RFP	500,000.00	On a need basis	N/a
2	Procurement of Staff Training and Development Services.	Various	NCS	NA	DP	850,000.00	To be determined	In accordance with Section 36(2)(d).
3	Supply and Delivery of Corporate Clothing for a period of 24 months.	Various	G	Yes	ONB	500,000.00	01-May-26	N/a
4	Provision of Billboard and Outdoor Trailer Advertising Services for a period of 24 months.	Various	NCS	NA	RB	500,000.00	To be determined	In accordance with Section 31(1)(a).
4	Procurement of Upgrade of Primary Internet Services.	1	NCS	NA	DP	600,000.00	To be determined	In accordance with Section 36(2)(b).
5	Supply and Delivery of Laptops and 42" Display Screens.	32	G	Yes	RFQ	780,000.00	01-Jul-26	In accordance with Section 32(1)(a).
6	Provision of Microsoft Licences Renewal Services for a period of 36 months.	Various	NCS	Yes	ONB	1,600,000.00	01-Apr-26	N/a
7	Procurement of Further Development of the External Website Services.	Various	NCS	Yes	DP	20,000.00	On a need basis	In accordance with Section 36(2)(b).
8	Procurement of External Website Maintenance Services for a period of 24 months.	1	NCS	Yes	ONB	200,000.00	01-May-26	N/a
9	Procurement of Audit Consultancy Service for ICT	1	CS	Yes	RFQ	250,000.00	To be determined	N/a
10	Procurement of ICT Governance Framework Development Consultancy Services.	1	CS	Yes	RFP	150,000.00	01-Oct-26	N/a
11	Procurement of Cyber Security Awareness Training Software Subscription Services for a period of 12 months.	1	NCS	Yes	RFQ	80,000.00	01-Sept-26	In accordance with Section 32(1)(b).
12	Procurement of Expansion of Document Management Software Services.	1	NCS	NA	DP	175,000.00	01-May-26	In accordance with Section 36(2)(b).
13	Provision of FortiGate Support Licence Renewal Services for a period of 12 months.	1	NCS	Yes	RFQ	60,000.00	01-Sept-26	In accordance with Section 32(1)(b).
14	Provision of Pastel Cloud-Based System and Support Services.	1	NCS	Yes	RFQ	80,000.00	01-Jun-26	In accordance with Section 32(1)(b).
15	Provision of People 300 License Renewal Services.	1	NCS	NA	DP	300,000.00	01-Jun-26	In accordance with Section 36(2)(a).

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16	Provision of a New Adobe Licenses and Renewal Services.	1	NCS	Yes	RFQ	65,000.00	01-Apr-26	In accordance with Section 32(1)(b).
17	Provision of Caseware License Renewal Services.	1	NCS	NA	DP	35,00.00	01-Jul-26	In accordance with Section 36(2)(b).
18	Provision of HP Store-Easy License and Support Renewal Services.	1	NCS	Yes	RFQ	440,00.00	01-Sept-26	In accordance with Section 36(2)(b).
19	Procurement of Further Development of an Evaluation Automation System Services.	1	NCS	Yes	RFQ	800,00.00	To be determined	In accordance with Section 32(1)(b).
20	Procurement of Evaluation Automation System Development Services for a period of 12 months.	1	NCS	Yes	RFQ	450,00.00	To be determined	In accordance with Section 32(1)(b).
21	Procurement for Consultation Services on Automation of Business Processes for the AAA and Qualifications.	1	NCS	Yes	RFQ	200,00.00	To be determined	In accordance with Section 32(1)(b).
22	Procurement of Automation Business Process Services for AAA.	1	NCS	Yes	RFQ	2,000,00.00	To be determined	In accordance with Section 32(1)(b).
23	Procurement of Automation of Business Process Services for Career Advisory.	1	NCS	Yes	RFQ	300,00.00	To be determined	In accordance with Section 32(1)(b).
24	Procurement of Executive Recruitment Services for a period of 24 months.	Various	CS	Yes	RFP	300,00.00	May-26	N/a
25	Provision of Catering Services and Other Related Services for a period of 24 months	1	NCS	Yes	ONB	500,00.00	Oct-26	N/a
26	Provision of Travel Management Services for a period of 24 months.	1	NCS	Yes	ONB	850,00.00	Oct-26	N/a
27	Provision of Events Planning and Management Services for a period of 24 months	1	NCS	Yes	ONB	850,00.00	Oct-26	N/a
28	Supply and Delivery of Mobile Devices and Service Plans.	Various	G	NA	DP	384,00.00	On a need basis	In accordance with Section 36(2)(c).
29	Procurement of Payroll Support Consultancy Services	1	CS	NA	DP	35,00.00	On a need basis	In accordance with Section 36(2)(a).
30	Procurement of Retention Strategy Review Consultancy Services	1	CS	Yes	RFP	80,00.00	To be determined	N/a
31	Procurement of Skills Audit Report Review Consultancy Services	1	CS	Yes	RFP	50,00.00	To be determined	N/a
32	Supply, Delivery and Customization of a Mobile Marketing Van.	1	G	Yes	ONB	3,000,00.00	To be determined	N/a
33	Supply and Delivery of Office Stationaries for a period of 36 months.	Various	G	Yes	ONB	100,00.00	To be determined	N/a
34	Procurement of Telecommunication Services for 36 months.	1	NCS	NA	DP	130,00.00	To be determined	In accordance with Section 36(2)(b).
35	Supply, Delivery of Purified Water and Maintenance of Dispensers for a period of 24 months.	1	G	Yes	ONB	60,00.00	To be determined	N/a
36	Procurement of Insurance Brokerage Services for 36 months.	1	CS	NA	DP	370,00.00	To be determined	In accordance with Section 36(2)(b).

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37	Supply, Installation & Maintenance of CCTV, Alarms, Electrical Fence, Gate Motors and Biometric Access Services for a period of 24 months.	1	NCS	Yes	ONB	200,000.00	To be determined	N/a
38	Servicing and Maintenance of Air Conditioners & Ventilation Fans for a period of 24 months.	1	NCS	Yes	ONB	150,000.00	To be determined	N/a
39	Servicing and Maintenance of Fire Fighting Equipment for a period of 24 months.	1	NCS	Yes	RFQ	25,000.00	To be determined	In accordance with Section 32(1)(b).
40	Servicing & Maintenance of Fire Detection and Fire Supressant System Services.	1	NCS	Yes	RFQ	20,000.00	To be determined	In accordance with Section 32(1)(b).
41	Servicing and Maintenance of GEZE Automatic Entrance Door for a period of 12 months.	1	NCS	NA	DP	20,000.00	To be determined	In accordance with Section 32(1)(b).
42	Procurement of Upholstery Services.		NCS	Yes	RFQ	100,000.00	To be determined	In accordance with Section 32(1)(b).

Approved - Accounting Officer (Name): Ms. Harmoni W. Beukes

Signature:

Date:

27/01/2026

