



Revised Annual Procurement Plan

Name of Public Entity: Namibia Qualifications Authority					Financial Period: 2025/2026			
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	Upgrade of primary internet link (With existing service provider: Telecom Namibia)	1	NCS	NA	EPE	20,000	01-Apr-25	Existing contract with Telecom
2	Wifi devices with data contracts	10	G	NA	EPE	180,000	Apr-25	Not efficient or practical for the procurement in question
3	ICT Support Services (12 months SLA)	1	NCS	Yes	RFQ	480,000	May-25	Not efficient or practical for the procurement in question
4	Leasing printers (36 months SLA)	various	NCS	Yes	ONB	400,000	Apr-25	NA
5	Branded NQA laptop Bags	70	G	Yes	RFQ	130,000	May-25	Not efficient or practical for the procurement in question
6	Bluetooth keyboards and mouse	70	G	Yes	RFQ	100,000	Jun-25	Not efficient or practical for the procurement in question
7	Laptops	15	G	Yes	RFQ	300,000	Jun-25	Not efficient or practical for the procurement in question
8	42" Marketing Display screens and Stand	2	G	Yes	RFQ	20,000	Jun-25	Not efficient or practical for the procurement in question
9	Video conferencing system (Training Room)	1	G	Yes	RFQ	150,000	Jun-25	Not efficient or practical for the procurement in question
10	Website SLA and further development	1	NCS	Yes	RFQ	148,000	To be determined	Not efficient or practical for the procurement in question
11	Development of ICT Governance Framework	1	NCS	Yes	RFQ	100,000	Apr-25	Not efficient or practical for the procurement in question
12	Annual renewal of microsoft licenses (36 months)	various	NCS	Yes	ONB	2,700,000	Jul-25	NA

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13	Cyber Security awareness Training software (12 month subscription)	1	NCS	Yes	RFQ	40,000	Apr-25	Not efficient or practical for the procurement in question
14	Expand document management system (oniel software)	1	NCS	NA	DP	175,000	Apr-25	Existing contract with Document Warehouse
15	Acronis Cloud Backup Solution	1	NCS	Yes	RFQ	800,000	To be determined	Not efficient or practical for the procurement in question
16	FortyGate support Licence renewal	1	NCS	Yes	RFQ	150,000	Apr-25	Not efficient or practical for the procurement in question
17	Microsoft 365 annual licences renewal	60	NCS	Yes	RFQ	540,000	Apr-25	Not efficient or practical for the procurement in question
18	Pastel cloud based system including support	1	NCS	Yes	RFQ	30,000	Apr-25	Not efficient or practical for the procurement in question
19	People 300 License renewal	1	NCS	NA	DP	360,000	Apr-25	One Authorized Agent in Namibia
20	Adobe licenses new and renewal	2	NCS	Yes	RFQ	130,000	Jun-25	Not efficient or practical for the procurement in question
21	Caseware license renewal	1	NCS	NA	DP	30,000	Oct-25	Directly sourced from the supplier in South Africa
22	HP Store easy license and support renewal	1	NCS	Yes	RFQ	400,000	Apr-25	Not efficient or practical for the procurement in question
23	Evaluation Automation System further development	1	NCS	NA	ONB	2,000,000	Jul-25	NA
24	Automation System SLA	1	NCS	No	RFQ	405,000	Apr-25	Not efficient or practical for the procurement in question
25	Consultation on Autocad of Business Processes: AAA, Evaluations and Qualifications	1	NCS	No	RFQ	150,000	Aug-25	Not efficient or practical for the procurement in question
26	Review of Regulations: Evaluations Section	1	NCS	Yes	ONB	1,000,000	To be determined	NA
29	Research Services: NQF Impact study	1	NCS	Yes	RFQ	250,000	To be determined	Not efficient or practical for the procurement in question
30	Review of Unit Standards	1	NCS	Yes	RFQ	200,000	To be determined	Not efficient or practical for the procurement in question
32	Review of Regulations: Qualifications Section	1	NCS	Yes	RFQ	600,000	To be determined	Not efficient or practical for the procurement in question
35	Consultancy Services: Qualifications Section	1	CS	Yes	RFP	210,000	To be determined	NA
36	Development of Articulation Policy: Qualifications Section	1	G	Yes	RFQ	300,000	To be determined	Not efficient or practical for the procurement in question
37	Supply and Installation of Storage Shelves: Qualifications Section	3	G	Yes	RFQ	20,000	Apr-25	Not efficient or practical for the procurement in question

118

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38	Automation of Career Advisory Services Business Process	1	NCS	Yes	RFQ	100,000	May-25	Not efficient or practical for the procurement in question
44	Executive Recruitment Services (long term contract)	1	NCS	Yes	ONB	250,000	To be determined	Existing Contract
45	Review of NQA Retention Strategy	1	NCS	Yes	RFQ	80,000	To be determined	Not efficient or practical for the procurement in question
47	Staff Training Activities	Various	NCS	Yes	RFQ	850,000	To be determined	Not efficient or practical for the procurement in question
48	Cellphones for Managers inclusive of service plan	Various	NCS	NA	EPE	400,000	To be determined	Not efficient or practical for the procurement in question
50	Payroll Support Services	Various	NCS	NA	DP	35,000	To be determined	One Authorized Agent in Namibia
51	Procurement of Job Grading and Remuneration Alignment Consultancy Services for the Namibia Qualifications Authority (Lump-Sum Contract)	1	CS	NA	RFP	150,000	Oct-25	NA
52	Consultancy Services for the Namibia Qualifications Authority	Various	NCS	No	RFQ	120,000	To be determined	Not efficient or practical for the procurement in question
53	Newspaper Adverts	Various	NCS	NA	DP	300,000	On a needs basis	Not efficient or practical for the procurement in question
54	Procurement of Subject Matter Experts	Various	CS	NA	RFP	2,000,000.00	On a needs basis	NA
55	Supply Customized exhibition stand	1	G	Yes	RFQ	600,000	May-25	Not efficient or practical for the procurement in question
56	Rebranding of NQA fleet	6	NCS	Yes	RFQ	65,000	Jun-25	Not efficient or practical for the procurement in question
57	Promotional items	various	G	Yes	RFQ	250,000	Jun-25	Not efficient or practical for the procurement in question
58	Corporate wear	various	G	Yes	RFQ	200,000	Jun-25	Not efficient or practical for the procurement in question
59	Printing of banners and flyers	various	G	Yes	RFQ	100,000	To be determined	Not efficient or practical for the procurement in question
60	Printing of the annual reports	2	G	Yes	RFQ	150,000	To be determined	Not efficient or practical for the procurement in question
61	Procurement of a TV and a stand	1	G	Yes	RFQ	20,000	To be determined	Too costly to apply given the cost
62	Upholstery of existing furniture	various	NCS	Yes	RFQ	300,000	To be determined	Not efficient or practical for the procurement in question
63	Office Branding: Office face lift	1	NCS	Yes	RFQ	180,000	To be determined	Not efficient or practical for the procurement in question

118

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64	TV, Radio and newspapers: 3 year contracts	various	NCS	Yes	DP	320,000	Apr-25	Not efficient or practical for the procurement in question
65	Billboard Advertisement	various	NCS	Yes	DP	250,000	To be determined	Not efficient or practical for the procurement in question
66	Creative Services: 24 months contract	1	NCS	Yes	RFQ	250,000	May-25	Not efficient or practical for the procurement in question
67	Hiring of a display cabinet for Ongwediva Annual Trade Fair	1	G	Yes	IQ	15,000	To be determined	Too costly to apply given the cost
68	Supply and Delivery of a Display Cabinet	1	G	Yes	RFQ	35,000	Jan-26	In accordance with Section 32(1)(a)
69	Procurement of Camera Accessories	various	G	Yes	RFQ	70,000	To be determined	Not efficient or practical for the procurement in question
70	Supply and Delivery of Desks and Chairs for Classrooms for Donation	various	G	Yes	RFQ	60,000	Feb-26	In accordance with Section 32(1)(a)
71	Consultancy Services: Internal Audit	various	CS	Yes	RFP	50,000	On a needs basis	NA
72	Procurement of a 4x4 pickup double cab bakke	1	G	No	ONB	1,000,000	Sept-25	NA
73	Servicing of Access Control & Biometric System	1	NCS	Yes	RFQ	100,000	Jun-25	Not efficient or practical for the procurement in question
74	Servicing of Fire Fighting equipment for a period of 3 years	1	NCS	Yes	RFQ	100,000	Jan-26	Not efficient or practical for the procurement in question
75	Supply & Installation of CCTV	4	G	Yes	RFQ	50,000	Oct-25	Not efficient or practical for the procurement in question
76	Servicing of Air Conditioners & Fans	64	NCS	Yes	RFQ	50,000	Feb-26	Not efficient or practical for the procurement in question
77	Design and Supervision: Upgrading of Reception, Switchboard & HR Office	1	CS	NA	DP	55,000	Nov-25	In accordance with Section 36(2)(b)
78	Repair & Service Geze Main Entrance Door	1	NCS	NA	DP	50,000	Apr-25	One Authorized Agent in Namibia
79	Maintenance & Repairs at NQA Buildings for 24 Months	Various	NCS	Yes	RFQ	200,000	May-25	Not efficient or practical for the procurement in question
80	Supply and Installation of 3-in-1 A4 Colour Printer- 1x user	Various	NCS	Yes	IQ	15,000	To be determined	Not efficient or practical for the procurement in question
81	Office Stationery	Various	G	Yes	RFQ	45,000	To be determined	Not efficient or practical for the procurement in question
82	Repair of the roof	Various	W	Yes	RFQ	200,000	To be determined	Not efficient or practical for the procurement in question
83	Annual Plan Review and Strategy Review	2	NCS	Yes	RFQ	300,000	To be determined	Not efficient or practical for the procurement in question
84	IT Audit Services	various	NCS	Yes	RFQ	50,000	To be determined	Too costly to apply given the cost

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85	Consultancy Services: Building plan update and costing	2	CS	Yes	RFQ	100,000	To be determined	Not efficient or practical for the procurement in question
86	Research Services: CEO's office	various	NCS	Yes	RFQ	200,000	To be determined	Not efficient or practical for the procurement in question
87	Accounting Services: Drafting of Annual Financial Statements	1	NCS	Yes	RFQ	100,000	To be determined	Not efficient or practical for the procurement in question
88	Policy Development services: income generation strategy	1	NCS	Yes	RFQ	50,000	To be determined	Not efficient or practical for the procurement in question
89	Policy review services	1	NCS	Yes	RFQ	30,000	To be determined	Too costly to apply, given the value of the procurement
90	Asset Evaluation Services	1	NCS	Yes	RFQ	50,000	To be determined	Too costly to apply, given the value of the procurement
91	Supply and Delivery of a 14-Seater Minibus	1	G	Yes	RFQ	1,000,000	Jan-26	In accordance with Section 32(1)(a)
92	Supply, Installation and Commissioning of Alarms System at Namibia Qualifications Authority (Lump-Sum Contract)	1	NCS	Yes	RFQ	20,000	Jan-26	In accordance with Section 32(1)(b)
93	Provision of Legal Consultancy Services for a period of 24 months.	Various	CS	NA	RFP	500,000	On a need basis	N/A
94	Supply and Delivery of Exhibition Frame Cloth	1	G	Yes	RFQ	30,000	Feb-26	In accordance with Section 32(1)(a)
95	Procurement of Business Card and Stamps	1	G	Yes	IQ	25,000	May-25	In accordance with Section 38
96	Request for an Independent Opinion and Recommendation Regarding Remuneration Matter	1	CS	NA	DP	20,000	Apr-25	In accordance with Section 36(2)(d)
97	Replacement Existing and Installation of CT200D Transaction Drawer	1	W	Yes	RFQ	15,000	Apr-25	In accordance with Section 32(1)(c)
98	Supply and Delivery of Newspapers for a period of 12 months (Lump-Sum Contract)	1	G	NA	DP	6,000	Aug-25	In accordance with Section 36(2)(a)
99	Provision of Radio Advertising Services (Lump-Sum Contract)	various	NCS	NA	IQ	50,000	Aug-25	In accordance with Section 38
100	Procurement of Camera Lens for the Namibia Qualifications Authority	1	G	NA	DP	70,000	Aug-25	In accordance with Section 36(2)(ab)
101	Supply and Delivery of Laboratory Equipment (Lump-Sum Contract)	various	G	Yes	RFQ	70,000	Aug-25	In accordance with Section 32(1)(a)
102	Supply and Delivery of Branded Banners and Gazebos (Lump-Sum Contract)	various	G	Yes	RFQ	100,000	Aug-25	In accordance with Section 32(1)(a)
103	Direct Procurement for Provision and Setup of the E-Certificates and SMS Integration for the NQA Evaluation Automated Software	1	NCS	NA	DP	150,000	Sept-25	In accordance with Section 36(2)(a)

48

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104	Procurement of Reusable Sanitary Pads	various	G	Yes	DP	20,000	Sept-25	In accordance with Section 36(2)(a)
105	Provision of TV and Radio Airtime (Interview Services)	various	NCS	NA	DP	100,000	To be determined	In accordance with Section 36(2)(a)
106	Provision of Pest Control Service at Namibia Qualifications Authority (Lump-Sum Contract)	1	NCS	Yes	IQ	15,000	Sept-25	In accordance with Section 38
107	Supply and Installation of Signage and Marking of Parking Lot at NOA (Lump-Sum Contract)	1	W	Yes	IQ	15,000	Sept-25	In accordance with Section 38
108	Supply and Delivery of Bluetooth Keyboard and Mouse Sets (Lump-Sum Contract)	various	G	Yes	RFQ	25,000	Sept-25	In accordance with Section 32(1)(a)
109	Appointment of a contract for: Lot 1: repair and maintenance services for the Namibia Qualifications authority for a period of 24 months, and, Lot 2: electrical maintenance services for the Namibia Qualifications Authority for a period of 24 months (Time-Based Contract)	1	W	Yes	RFQ	200,000	Aug-25	
110	Business Support Services for a period of 6 months	1	NCS	Yes	RFQ	120,000	Sept-25	In accordance with Section 32(1)(b)
111	Provision of Microsoft Licenses and Subscription Services for the Namibia Qualifications Authority for a period of 36 months (Time-Based Contract)	various	NCS	Yes	RFQ	350,000	Feb-26	In accordance with Section 32
Approved - Accounting Officer (Name): Ms. Harmoni W. Beukes				Signature: 	Date: 27/01/2026			

