



### Annual Procurement Plan

Financial Year: 1 April 2018 to March 2019

Public Entity: Fisheries Observer Agency

1	2	3	4	5	6	7	8
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	Basic Safety and Familiarization training for Sea Going Personnel	70 employees	Direct Procurement	200,000	n/a	n/a	Namibian Maritime and Fisheries institute is the only accredited Institute to provide Basic Safety Training for sea going personnel. Training for all employees will take place during the financial year as their certificates expire.
2	Safety Representative Training	2 employees	Request for Quotations	26,800	August 2018	August 2018	This will be done by requesting via email it is not

								feasible to place an advert for such a low amount.
3	Sedan Motor vehicle and two off road vehicle	3	Open Bidding	National	1,548,099	July 2018	September 2018	90 days scheduled for delivery of vehicles.
4	Corporate uniforms and protective clothing		Open Bidding	National	300,792	September 2018	November 2018	All listed procurements
	Cleaning material & Cleaning Services		Open Bidding	National	19,510	September 2018	November 2018	will be advertised simultaneously
	ICT Services		Open Bidding	National	130,000	September 2018	November 2018	and expenditure will be acquired
	Consulting Services		Open Bidding	National	70,000	September 2018	November 2018	during the financial year.
	Courier Services		Open Bidding	National	22,885	September 2018	November 2018	
	Hire Equipment		Open Bidding	National	49,687	September 2018	November 2018	
	Legal Expenses		Open Bidding	National	100,000	September 2018	November 2018	
	Night Transportation		Open Bidding	National	41,000	September 2018	November 2018	
	Printing and Stationery		Open Bidding	National	110,000	September 2018	November 2018	
	Promotional Material		Open Bidding	National	39,380	September 2018	November 2018	
	Repair and Maintenance(Buildings)		Open Bidding	National	92,517	September 2018	November 2018	
	Laptop and document shredder		Open Bidding	National	25,000	September 2018	November 2018	

	Two-way Radios, Callipers		Open National Bidding	52,762	September 2018	November 2018	