



**ANNUAL PROCUREMENT PLAN FOR THE MUNICIPALITY OF HENTIES BAY
FINANCIAL YEAR: 2017/18**

Item Number	Description	Quantity	Procurement Method	Estimated Value N\$	Scheduled Date for Invitation of	Scheduled Date for Award of	Remark
Capital Projects							
1	SPEEDHUMPS IN OMDL & H/BA		in house	1,000,000.00	in house		Only material will be bought as need arises.
2	WATER METERS: S/Ware: set (new pre paid tender for ext 4,6,7 Omdel)		ONB	3,000,000.00	sealed Quotations		
3	CHRISTMAS DECORATION	N/A	Sealed Quotation	250,000.00	Oct-17	Nov-17	Required before Beginning December
4	COMMUNITY HALL: PHASE 1 O (Renovation and maintenance of the current comm hall)	NA	Sealed Quotation	1,000,000.00	Feb-18	Jun-18	The scope of works to be established. The Agreement with the Education Ministry to be confirmed.
5	SPORT STADIUM: Phase	N/A	Request for Proposals	2,500,000.00	February	Jun-18	
6	FIRE BRIGADE: PHASE 1&2 O/ (fleet washing facility and additional Parkings)	1	Request for Proposals	1,000,000.00	Nov-17	Feb-18	
7	EXPANSION OF THE SEWERAGE TREATMENT PLANT	1	ONB	5,000,000.00	Jan-18	Jun-18	
8	REPLACEMENT OF THE VACUUM SYSTEM IN EXTENSIONS 4; 6 &10	1	Request for Proposals	5,000,000.00	Jan-18	Jun-18	
9	PLAYGROUNDS & PARKS (O/G)	N/A	in house	200,000.00	Nov-17	Dec-17	Parks to be upgrades before Christmass
10	JETTY FUND: SLIPWAY	N/A	ONB	2,000,000.00	Mar-18	Jun-18	
11	COMMUNITY GARDEN&NURSERY O	N/A	in house	300,000.00	Feb-18	Apr-18	Upgrading of existing community gardens
12	OMDEL SEWAGE: Omdel Proper, Omdel ext 1, 2 : Connection to sewer line and upgrading of road	N/A	in house	1,500,000.00	Mar-18	Jun-18	
13	EXT 7 OMDL EST: T/Planning (establishment, survey and general plan)	N/A	Request for Proposals	1,000,000.00			work done, payments done on Monthly basis
14	Wheelie Bins	1425	ONB	2,000,000.00			
17	STRATEGIC PLAN: Review&Com	N/A		200,000.00			
18	STAFF CORPORATE WEAR	N/A	Sealed Quotation	500,000.00	Jan-18	Apr-18	
19	HEAVY INDUSTRIAL & SMALL H (Design and water)	1	Request for Prosals	1,000,000.00	Jan-18	Apr-18	
20	DUMPING SITE REHABILITATION (Soft planning and Design)	N/A	Request for Proposals	2,000,000.00	Nov-17		
21	SPATIAL STRUCTURE PLAN:(Adoption annual review)		Request for Proposals	50,000.00	18-Feb	18-Apr	
22	MUNICIPAL HOUSING SCHEME:O (DBTP internal or low cost at N\$80,000 per house per loan x 210 annually)	N/A	ONB	2,000,000.00	Mar-18	Jun-18	
23	BEACH OPEN SPACES: ongoing	N/A	In house	500,000.00	On going	On going	Continuous Cleaning of beach areas
24	STREET NAMES: (Omdel Extension 6)	N/A	Sealed Quotation	200,000.00	Mar-18	Jun-18	
26	STREET SIGNS: (Omdel Extension 6)	N/A	Sealed Quotation	400,000.00	Nov-17	Feb-18	
27	UPGRADING: Replacing interlocks (SPAR , FNB and other dangerous areas)	N/A	Sealed Quotation	200,000.00	Jan-18	Apr-18	
29	HENTIES BAY ENTRANCE (Entrance board - branding only)	N/A	Request for Quotation	50,000.00	Jan-18	Mar-18	
30	UPGRADING: Pool & Braai area	N/A	in house	250,000.00	Nov-17	Dec-17	
32	CHEMICAL TOILETS	15	Sealed Quotation	500,000.00	Nov-17	Dec-17	At least four to be proeced before December 2017
33	CONFERENCES/Annual EXPO & GALA Evenings	N/A	Request for Quotations	500,000.00	Mar-18	Jun-18	
34	CLEANING CAMPAIGN QUARTERLY	N/A	in house	100,000.00	On going	On going	
35	UPGRADING OF NICKY IYAMBO ROAD TO BITUMEN STANDARD TO WELCOME SIGN	N/A	Sealed Quotation	2,000,000.00	Jan-18	Mar-18	
36	Upgrading of the Council Chamber	N/A	Request for Proposals	500,000.00	Jan-18	Mar-18	
37	Upgrading of the Family Care Centre	N/A	Sealed Quotation	300,000.00	Jan-18		
39	Local Economic Development Plan & Strategy	1	Request for Prosals	200,000.00	Mar-18	May 2018	
40	Waterfront Development (Masterplan design)	1	Request for Proposals	2,000,000.00	Feb-18	April 2018	
Vacuum and Sewerage Division							
41	Vacuum intake Plug	10	Restricted Bidding	20,000.00	As need arises	Jun-18	Only required on ad hoc basis
42	Dynamic Pressure Cap	10	Restricted Bidding	15,000.00		Jun-18	Sole supplier, Roeddeger
43	Vacuum Valves 75mm	10	Restricted Bidding	100,000.00		Jun-18	
44	Universal Controller	15	Restricted Bidding	135,000.00			
45	Service Kits, Vacuum Pump	2	Restricted Bidding	200,000.00			
46	Tubing for Controller	10	Restricted Bidding	500.00			
47	Automatic Sewage Pump	1	Request for Quotations	15,400.00			Required for semi purified water
48	Chlorine (9 Kg)	6	Request for Quotations	15,000.00	Dec-17	Jun-18	For Treatment Plant
49	Russ Pump	2	Request for Quotations	50,400.00	Nov-17	Feb-18	Urgently required at treatment Plant
50	Feed Pump	2	Request for Quotations	112,000.00	Nov-17	Feb-18	Urgently required at treatment Plant
51	Maintenance Tools	2	Request for Quotations	40,000.00	Jan-18	Mar-18	
52	Glue and Cleaner	20	Request for Quotations	3,000.00	Nov-17	Jan-17	
53	Major Services for Vacuum System	1	Restricted Bidding	250,000.00	Jan-18	Mar-18	
54	Springs and non return valves	4	in house	5,000.00	Jan-18		
55	Steel Cables and Clamps	6	Restricted Bidding	28,000.00	Nov-17	Jan-18	
56	Cat Ladder with cage mounted brackets	1	Restricted Bidding	40,000.00	Oct-17	Nov-17	Aqua Services, Sole Supplier
57	Repair Kit for Flygt NP3127HT487 5,9 KW	2	Restricted Bidding	40,000.00	As need arises		Most Sewerage pumps are of this band.
58	Safety Equipment (PPE)	6	Request for Quotations	30,000.00	Jan-17	Mar-18	

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59	Fittings for Maintenance & New Connections						
60	25mm	1000	Request for Quotations	100,000.00	On going	On going	Required for daily maintenance and new connections
61	50mm	100	Request for Quotations	200,000.00	On going	On going	Required for daily maintenance and new connections
62	75mm	100	Request for Quotations	200,000.00	On going	On going	Required for daily maintenance and new connections
63	90mm	50	Request for Quotations	50,000.00	On going	On going	Required for daily maintenance and new connections
64	110mm	100	Request for Quotations	50,000.00	On going	On going	Required for daily maintenance and new connections
65	Water Meters 20,50,100	400	Request for Quotations	410,000.00	On going	On going	Required for daily maintenance and new connections
66	Thread Sealing tape	2000	Request for Quotations	6,000.00	On going	On going	Required for daily maintenance and new connections
67	Valves for maintenance 20mm,50mm,110mm,160mm,200mm,250mm,315mm	1000	Request for Quotations	200,000.00	On going	On going	Required for daily maintenance and new connections
68	Pipes 25mm,50mm,110mm	1000	Request for Quotations	200,000.00	On going	On going	Required for daily maintenance and new connections
69	Plumbing fittings for Building Maintenance	100	Request for Quotations	10,000.00	On going	On going	Required for daily maintenance and new connections
70	Asbestos Fittings for Maintenance	100	Request for Quotations	20,000.00	On going	On going	North dune still has Abestos pipes.
71	Prepaid Water Meters	50	Request for Quotations				
Mechanical Workshop							
72	Purchasing of Tool boxes	3	DP	20,000.00	Nov-17	Jan-18	
73	Purchasing of Tyres for cars with the following registration:						
74	N 19017 S	4	Request for Quotation	3,000.00	Nov-17		
75	N 19016 S	4	Request for Quotation	4,500.00			
76	N 17158 S	4	Request for Quotation	25,000.00	Nov-17	Jan-18	
77	N11032 S	4	Request for Quotation	3,000.00	Nov-17	Jan-18	
78	N16776 S	4	Request for Quotation	5,000.00	Nov-17		
79	N 17248 S	4	Request for Quotation	5,000.00	Nov-17		
80	Purchasing of Service Kits for varoius vehicles	5	Request for Quotation	20,000.00	Nov-17		
81	Purchasing of Car Batteries	6	Request for Quotation	15,000.00	On going	On going	
82	Various items for day to day maintenance	N/A	Account at suppliers	60,000.00	On going	On going	to acquire various items on ad hock basis
83	Building Maintenance	N/A	Sealed Quotation	100,000.00	Jan-17	Mar-18	
Roads Maintenance							
84	Cutting Edges	65	Request for Quotations	260,000.00	on going	Ongoing	Procured on monthly basis
85	Road Markings (Painting) 20 Litre	18	Request for Quotations	30,000.00	Oct-17	Ongoing	as Required
86	Road Traffic Signs	80	Sealed Quotation	80,000.00	Nov-17	Dec-17	
87	Construction of New Fourway stop (Jakkalsputz Road)	N/A	in house	50,000.00	in house	in house	
Traffic & Law Enforcement							
88	Traffic Uniform	10	Request for Quotation	35,000.00	Feb-17	Mar-18	
89	4 x 4 Quad Bike	1	Sealed Quotation	200,000.00	Nov-18	Mar-18	
Building Control							
90	Filing Cabinets for the Building Plans	6	Request for Quotation	40,000.00	Feb-18	Mar-18	
91	Building Plan Files (Printed)	1000	Request for Quotation	10,000.00	Dec-17	Jan-18	
92	Measuring Wheels	2	Request for Quotation	3,500.00	Dec-17	Jan-18	
93	Plotter	1	Request for Quotation	80,000.00	Jan-18		
94	Scale Rullers	5	Request for Quotation	1,500.00	Dec-17	Jan-18	
95	Building Control Rubber Stamps	2	Request for Quotation	1,000.00	Dec-17	Jan-18	
96	A1/A0 Paper rolls	10	Request for Quotation	8,000.00	Dec-17	Jan-18	

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Environmental Health & Safety							
97	Safety Ware	65	Request for Quotation	150,000.00	Jan-18	Feb-18	
98	Skip Containers	17	Request for Quotation	200,000.00	Jan-18	Apr-18	
99	Insect and Rodent Control	N/A	Request for Quotation	40,000.00	Nov-18	ongoing	
100	First Aid Kid (Refil)	N/A	Request for Quotation	10,000.00	Jan-18	Mar-18	
Parks & Gardens							
101	Plastic Bags for planting	50	Request for Quotation	4,500.00			
102	Various Seeds	50	Request for Quotation	2,000.00			
103	Dynoroots	60	Request for Quotation	6,000.00			
104	Fertilisers	120	Request for Quotation	14,000.00			
105	Brunses	24	Request for Quotation	1,800.00			
106	Paints for Parks (20 litter containers)	10	Request for Quotation	9,000.00			
107	Design Software	1	Request for Quotation	100,000.00	Nov-17	Jan-18	
108	2 x Computers/Laptops compitable with Design Software	2	Request for Quotation	30,000.00	Nov-17	Jan-18	
109	MS Project Software	1	Request for Quotation				
110	Bicycles & Helmets	3	Request for Quotation	3,900.00	Dec-17	Feb-18	
111	Upgrading of Municipal Filling Station	1	Request for Proposal	300,000.00	Jan-17	Mar-18	
Tourism Office							
112	Office Desk	3	Request for Quotation	39,000.00	Nov-17	Jan-18	
113	Office Chairs	3	Request for Quotation	4,500.00	Nov-17	Jan-18	
114	Boardroom Chairs	12	Request for Quotation	30,000.00	Nov-17	Jan-18	
115	Office Workstation	2	Request for Quotation	15,000.00	Nov-17	Jan-18	
116	Dustbins	10	Request for Quotation	700.00	Nov-17	Jan-18	
117	Publisher Program	1	Request for Quotation	10,000.00	Nov-17	Jan-18	
118	Marketing Henties Bay	N/A	Request for Quotation	20,000.00	on going	on going	
119	Banners	4	Request for Quotation	6,000.00	Mar-18	May-18	
120	Tourism Information Signs	5	Request for Quotation	15,000.00	Nov-17	Dec-18	
121	Printer for Tourism Centre (Black and white)	1	Request for Quotation	6,000.00	Nov-17	Jan-18	
122	AU & National Flag	8	Request for Quotation	25,000.00	Nov-17	Jan-18	
123	Website revamp	1	Request for Quotation	50,000.00	Dec-17	Jan-18	
124	News Letter	2	Request for Quotation	16,000.00	on going	on going	
Council Admin.							
125	Refreshment for boardroom	N/A	Request for Quotation	40,000.00	on going	on going	
126	Paper Shredders	2	Request for Quotation	10,000.00			
127	Digital Camera	1	Request for Quotation	25,000.00			
128	Office stationery	N/A	Request for Quotation	60,000.00	on going	on going	
129	Cartridges for various municipal Municipal printers	N/A	Request for Quotation	50,000.00	on going	on going	
130	Town Planning & Human Resources Advertisements	N/A	Request for Quotation	50,000.00	on going	on going	
Finance Department							
131	IT support Services	1	Request for Quotation	65,000.00	Nov-17	Jan-18	
132	Automation Services	1	Request for Quotation	126,000.00	Nov-17	Jan-18	
133	Tools for Water meter readers	2	Request for Quotation	10,000.00	Nov-17	Jan-18	
134	Supply of Oil, Lubricant, Diesel & Petrol	N/A	Request for Quotation	600,000.00	on going	on going	New agrement to be advertised
135	3UP Receipts Cashier	3	small value	2,000.00	on going	on going	
136	Hand Receipt Invoice	10	small value	1,000.00	on going	on going	
137	Console Printer printing paper	27	small value	16,000.00	on going	on going	
138	Computers & Laptos	5	Request for Quotation	40,000.00	as need arises	as need arises	
139	Security Tender to Guard Municipal Premises	1	Request for Proposals	250,000.00	Nov-17	Dec-17	The curenent Contract has lapsed.