



Republic of Namibia
Annual Procurement Plan

Name of Public Entity: AGRO MARKETING AND TRADE AGENCY					Financial Period: 2024/2025			
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)
MD'S OFFICE								
1	Provision of services for the repairs and maintenances of AMTA offices	Various	NCS	Yes	ONB	3 896,274.00	15/04/2024	
2	Procurement for the Supply and delivery of Kettle and Microwave	4	G	Yes	IQ	10,000.00	30/04/2024	it is too costly to apply given the value of procurement
3	Procurement for the Supply of building materials and construction of Security Room	1	W	Yes	RFQ	200,000.00	30/04/2024	it is not efficient or practical for the procurement in question
4	Provision of re-furnishments for Shades Nets	Various	W	Yes	RFQ	350,000.00	01/07/2024	it is not efficient or practical for the procurement in question
5	Supply of Corporate Promotional Materials	Various	G	Yes	ONB	300,000.00	31/04/2024	
6	Supply and Delivery of Designing and Branding Services	Various	NCS	Yes	RFQ	344,280.00	31/04/2024	it is not efficient or practical for the procurement in question
7	Supply and Delivery of Advertising Services (TV/Radio/Print)	Various	NCS	Yes	EPE	344,280.00	31/04/2024	it is not efficient or practical for the procurement in question
8	Supply and Delivery of Corporate Wear	Various	G	Yes	EPE	200,000	05/01/2024	it is not efficient or practical for the procurement in question
9	Provision for Printing of Annual Reports for 2021,2022 and 2023	150	NCS	Yes	RFQ	360,000.00	31/09/2024	it is not efficient or practical for the procurement in question
10	Supply and Delivery of portable outdoor Fruit/Vegetable Shelf Display Rack (Marketing and Promotional Services)	3	G	Yes	RFQ	110,000.00	31/04/2024	it is not efficient or practical for the procurement in question
11	Supply and delivery of TV Screen (Marketing and Promotional Services)	1	G	Yes	RFQ	60,000.00	31/04/2024	it is not efficient or practical for the procurement in question
12	Supply and Delivery of Promo Display Stand	3	G	Yes	RFQ	80,000.00	31/04/2024	it is not efficient or practical for the procurement in question
13	Procurement for the supply and delivery of Enterprise Risk Management Books-COSO and ISO 31000:2018	2	G	No	IQ	3,910.93	30/04/2024	it is too costly to apply given the value of procurement
14	Procurement for the supply, delivery and installation of a 5 High Density Cabinet	1	G	Yes	RFQ	139,526.00	30/04/2024	it is not efficient or practical for the procurement in question
15	Procurement for the supply and delivery of a Laptop	1	G	Yes	RFQ	20,000.00	30/04/2024	procurement
16	Supply and delivery of a 4 in 1 Wireless Printer	2	G	Yes	RFQ	38,000.00	30/04/2024	it is not efficient or practical for the procurement in question
17	Provision for the Design, branding, supply and delivery of bid box	1	G	Yes	RFQ	20,000.00	30/04/2024	
18	Provision of Contract Management Software/System	1	NCS	Yes	RFQ	48,000.00	04/01/2024	it is not efficient or practical for the procurement in question
19	Procurement for the supply and Delivery of Professional Shredder	1	G	Yes	RFQ	67,000.00	04/01/2024	it is not efficient or practical for the procurement in question
20	Provision of Services for Board Evaluation	1	CS	NA	RFP	150,000.00	04/01/2024	it is not efficient or practical for the procurement in question
Sub Total						6,741,270.93		
MARKETING AND BUSINESS DEVELOPMENT								
21	Provision of training services on value addition and product development for a period of 3 years	1	NCS	No	RFQ	262,000	08/01/2024	it is not efficient or practical for the procurement in question
22	Provision for the lab testing services for new products (food safety and Nutritional analysis) for a period of 3 years	Various	NCS	NA	ONB	200,000	05/04/2024	
23	Procurement for the supply and delivery of ingredients for dried mango, tomato jam, frozen chips, melon jam, dried tomato juice and Mayonnaise	Various	G	NA	RFQ	146,107	04/06/2024	it is not efficient or practical for the procurement in question
24	Procurement for the supply and delivery of frozen chips and veggie processing and packing machine	1	G	NA	OIB (INT)	600,000	01/06/2024	
25	Procurement for the supply and delivery of milling machine	1	G	NA	OIB (INT)	6,000,000	01/06/2024	

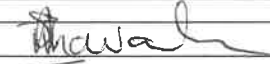



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Procurement No. (e.g. 1,2,3...)	Description of Procurement (Include lots if applicable)	Quantity	Procurement Category	Is the procurement reserved in terms of the Code of Good Practice?	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
26	Procurement for the supply and delivery of ingredients for chicken feeds development	Various	G	Yes	RFQ	120,000	01/06/2024	it is not efficient or practical for the procurement in question
27	Procurement for the supply and delivery of packaging materials and labels of AMTA products	Various	G	Yes	RFQ	82,000	04/07/2024	it is not efficient or practical for the procurement in question
28	Procurement for the supply and delivery of first aid kits	Various	G	Yes	RFQ	20,000	01/05/2024	question
29	Procurement for the supply and delivery of Values Addition Kitchen Cutlery and Equipment	Various	G	No	ONB	250,000	09/07/2024	
30	Procurement of supply and delivery of Trading Equipment Katima Mulilo Distribution Centre	1	W	Yes	ONB	5,200,000	01/05/2024	
31	Procurement of works for the repurposing and customization of Ongwediva Hub	1	W	Yes	ONB	2,000,000	01/05/2024	
32	Provision for training services for food safety systems and standards	Various	NCS	Yes	RFQ	175,000	01/05/2024	it is not efficient or practical for the procurement in question
33	Provision of External Auditing and Certification Services	Various	NCS	Yes	RFQ	200,000	01/09/2024	question
34	Supply and Delivery Display Freezers	2	G	Yes	ONB	775,000	01/09/2024	
35	Procurement for the Construction of Katima Mulilo Office for the Silo	1	W	Yes	ONB	700,000	30/09/2024	
36	Procurement for the supply and delivery of Protective Clothing/Equipment	Various	G	Yes	RFQ	50,000	07/05/2024	it is not efficient or practical for the procurement in question
Sub Total						16,780,107		
OPERATIONS								
37	Provision of Laboratory Services	Various	NCS	NA	RB	450,000	09/07/2024	it is not efficient or practical for the procurement in question
38	Provision of Services for the Repairs and Maintenance (including weighing instruments)	Various	NCS	Yes	ONB	1,657,000	06/05/2024	
	Procurement for the Supply and delivery of 1000 ton of Storage dam for Katwitwi Mill	1	G	Yes	ONB	1,500,000	06/05/2024	
39	Procurement for the Supply and delivery of items to refill first aid kits	2	G	Yes	IQ	6,500	06/05/2024	it is too costly to apply given the value of procurement
40	Provision for the calibration of measuring & monitoring instruments including verification by NSI	Various	NCS	Yes	ONB	550,000	08/04/2024	
41	Procurement for the supply and delivery of Fresh produce - Fruits	Various	G	Yes	DP	6,194,699	02/04/2024	it is not efficient or practical for the procurement in question
42	Procurement for the supply and delivery of Fresh produce - Vegies	Various	G	Yes	DP	9,292,049	02/04/2024	it is not efficient or practical for the procurement in question
43	Procurement for the supply and delivery of stand-by generator	1	G	No	ONB	869,200	02/04/2024	
44	Procurement for the supply and delivery of eggs	Various	G	Yes	DP	318,073	13/05/2024	question
45	Procurement for the Supply and delivery of Machinery for Katima Mulilo	2	G	Yes	RFQ	120,000	13/05/2024	
46	Procurement of works for the supply, delivery and installation of Fencing for Rundu silo and Okongo Silo	Various	W	Yes	ONB	370,000	13/05/2024	
47	Supply and delivery of a pre-cleaner at Rundu silo	1	G	No	ONB	550,000	08/04/2024	
48	Procurement of works for the extension of weighbridge to 12m at Okongo silo	1	W	NA	ONB	650,000	13/06/2024	
49	Supply and delivery of Protective clothing and uniforms	Various	G	Yes	EPE	523,453	08/08/2024	question
50	Procurement of industrial heavy duty platform scales (1 ton) and platform scales with printable version	7	G	NA	RFQ	180,000	01/05/2024	it is not efficient or practical for the procurement in question
51	Procurement of the Grain Moisture Tester (HE Lite)	3	G	NA	RFQ	120,000	03/06/2024	question
52	Procurement of bag closure (sewing) machines	12	G	NA	RFQ	180,000	08/04/2024	question
53	Supply, delivery and Installation of burglar bars at all hubs market halls and Katwitwi mill warehouse	Various	W	Yes	RFQ	110,000	08/04/2024	it is not efficient or practical for the procurement in question
54	Procurement of works for the construction of grading office at Katima Mulilo silo	1	W	Yes	RFQ	35,000	05/01/2024	it is not efficient or practical for the procurement in question
55	Provision for re-painting and renovation of all AMTA regional offices	1	W	Yes	ONB	1,223,300	05/01/2024	

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56	Procurement for the supply and delivery of shelves and racks for all hubs	12	G	Yes	ONB	1,500,000	06/01/2024	
57	Procurement for the supply and delivery of plastic pallets	50	G	Yes	RFQ	75,000	06/01/2024	question
58	Procurement for the supply and delivery of shopping trollies with baskets	20	G	Yes	RFQ	250,000	06/01/2024	it is not efficient or practical for the procurement in question
59	Procurement for the Supply and delivery for the brand loyalty labels (eye catching display)	Various	G	NA	DP	500,000	06/01/2024	it is not efficient or practical for the procurement in question
60	Procurement for the supply, delivery and installation of industrial sewing machine at Okongo Silos	1	G	NA	ONB	375,000	05/01/2024	
61	Supply, delivery and installation of Air conditioners at Tsandi Silo office and guard room for Rundu	2	NCS	Yes	ONB	115,000	01/05/2024	
62	Supply and delivery of streetlights (solar powered) at Okongo , Ongwediva, Omuthiya & Tsandi	20	G	Yes	ONB	350,000	01/05/2024	
63	Supply and delivery of interlock bricks for areas around loading and offloading area at Tsandi and Omuthiya	2	W	Yes	ONB	250,000	01/07/2024	
64	Construction of public toilets, showers and casual workers changing room and Storage Shade at Tsandi	Various	W	Yes	ONB	725,000	01/09/2024	
65	Provision of training and development in marketing and advertising, IQ, Merchandising, retail management ,Data Management, grain handling, chemical handling, First Aid and related commercial business trainings	Various	CS	NA	RFP	653,000	06/05/2024	it is not efficient or practical for the procurement in question
66	Supply and delivery of Ongwediva Business hub interior restructuring	1	W	Yes	ONB	1,760,000	08/05/2024	
67	Procurement of vehicles(Refrigerated 1 x14 Ton Truck and 1 x2 Ton truck ,	2	G	NA	ONB	2,100,000	09/05/2024	
68	Supply and delivery of office blinds at Omuthiya, Tsandi & Katima Mulilo silos	1	G	NA	RFQ	100,000	01/06/2024	it is not efficient or practical for the procurement in question
69	Construction of a staff changing room at Rundu silo (supplemented with fabricated materials from borders).	Various	W	Yes	RFQ	30,000	25/07/2024	it is not efficient or practical for the procurement in question
70	Procurement for the Supply, delivery and Replacement the respirator pipe on mobile,mahangu pre- cleaner at Rundu Silo centre.	Various	W	Yes	RFQ	15,000	20/08/2024	it is too costly to apply given the value of procurement
71	Procurement for the supply and delivery if weigh sets and heavy duty platform scales	18	G	Yes	RFQ	120,000	01/06/2024	it is not efficient or practical for the procurement in question
72	Procurement for the supply and delivery ceiling lights for operations	Various	G	Yes	RFQ	150,000	01/05/2024	it is not efficient or practical for the procurement in question
73	Renovation/construction of toilet room at Rundu silo Centre.	Various	W	Yes	RFQ	30,000	02/05/2024	question
74	Procurement for the supply and delivery of temperature testing equipment for fruits and vegetables for Rundu	6	G	Yes	RFQ	35,000	08/04/2024	it is not efficient or practical for the procurement in question
75	Procurement of fish handling equipment (tray) for Hubs	Various	G	Yes	RFQ	120,000	08/04/2024	question
76	Procurement for the supply and delivery of Microwave for Tsandi	2	G	Yes	RFQ	5,000	08/04/2023	it is too costly to apply given the value of procurement
77	Procurement for the design, supply, delivery and installation of sign boards (receiving and dispatch) for Rundu	4	G	Yes	RFQ	55,000	02/05/2024	it is not efficient or practical for the procurement in question
78	Procurement for the supply, delivery and installation of electrical fencing for Rundu Hub	1	W	Yes	RFQ	65,000	08/04/2024	it is not efficient or practical for the procurement in question
79	Procurement for the supply and delivery of forklift at Katwitwi	1	G	Yes	ONB	800,000	08/04/2024	
Sub Total						35,077,274		
LOGISTICS								
80	Supply and Delivery of office furniture	Various	G	Yes	ONB	375,000	15/04/2024	
81	Provision of Fleet Management System	1	NCS	NA	ONB	300,000	30/04/2024	
82	Procurement for the Supply and delivery of Motor Vehicles	5	G	NA	ONB	3,479,600	10/06/2024	
Sub Total						4,154,600		

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HUMAN RESOURCES								
83	Provision of services for employ relations	Various	NCS	Yes	RFQ	250,000	31/05/2024	question
84	Provision of Services for training and development	Various	NCS	Yes	RFQ	134,000	31/05/2024	question
	Provision of services for PMS System	1	NCS	Yes	ONB	250,000	05/05/2024	
85	Provision for services for archiving and storage	Various	NCS	Yes	IQ	4,390	01/06/2024	procurement
86	Provision of the upgrading of ESS system	1	NCS	Yes	DP	25,000	01/06/2024	question
87	Provision of services for the wellness programme	4	NCS	Yes	ONB	1,500,000	01/09/2024	question
88	Provision for the Development of the Performance Management System	1	NCS	Yes	RFQ	250,000	01/06/2024	it is not efficient or practical for the procurement in question
89	Provision for the development of an e-recruitment system	1	NCS	Yes	RFQ	60,000	01/06/2024	question
90	Provision of services for a psychometric test	12	NCS	Yes	RFQ	50,000	31/05/2024	question
91	Provision for the repairs & maintenances for furniture Equipment	Various	NCS	Yes	RFQ	12,000	01/09/2024	it is too costly to apply given the value of procurement
Sub Total						2,535,390		
IT								
92	Provision for Supply and renewal of software licences for a period of three year	Various	NCS	Yes	ONB	700,000	06/05/2024	
93	Provision for ICT training Certified information System professional,Security COBIT 5,ITIL 4, Cyber Security,ComTIA Security +,Certified Ethical Hacker v12	Various	NCS	Yes	ONB	150,000	07/05/2024	
94	Provision for Network equipment upgrade(Routers, Switches) for AMTA Network	Various	NCS	Yes	EPE	500,000	08/05/2024	it is not efficient or practical for the procurement in question
95	Procurement of Desktop computers and Laptops for AMTA Hubs and Silos	40	G	No	ONB	545,000	06/05/2024	
96	Procurement for the supply, delivery for Computer consumables for maintenances	Various	G	Yes	RFQ	50,000	09/05/2024	it is not efficient or practical for the procurement in question
97	Procurement for the supply and delivery Videos conference equipment (RFPBH,OFPBH,WHK)	3	G	Yes	ONB	600,000	07/05/2024	
98	Provision of Computers and Laptop Locks	Various	G	Yes	RFQ	30,000	08/05/2024	question
99	Procurement for the supply, delivery of mounting of overheard projector for RFPBH and OFPBH	3	G	Yes	RFQ	100,000	09/05/2024	it is not efficient or practical for the procurement in question
100	Provision of services for Microsoft Office Key 364 for a period of three years	1	NCS	Yes	RFQ	130,000	10/08/2024	it is not efficient or practical for the procurement in question
101	Procurement for the supply and delivery of Laptop and Desktop Speakers	Various	G	Yes	RFQ	15,000	10/05/2024	it is not efficient or practical for the procurement in question
102	Procurement of Remote access Software (Any desk and Team Viewer) for a period of three years	1	NCS	Yes	RFQ	20,000	13/05/2024	it is not efficient or practical for the procurement in question
103	Procurement of Adobe Reader and Adobe Photo Shop for a period of three years	1	NCS	Yes	RFQ	30,000	14/06/2024	it is not efficient or practical for the procurement in question
104	Procurement for the supply and delivery for external drive	2	G	Yes	IQ	2,000	08/08/2023	procurement
105	Procurement for the supply, delivery and installation of burglar doors for server rooms at AMTA offices	3	G	Yes	RFQ	100,000	15/06/2024	it is not efficient or practical for the procurement in question
106	Procurement for the supply, delivery and installation and upgrading of Servers(RFPBH,OFPBH,WHK)	3	G	Yes	ONB	450,000	16/06/2024	
Sub Total						3,422,000		
GRAND TOTAL						68,710,642		
Prepared by-Head of PMU: Tuliky Shawapala				Signature: 	Date: 11/12/2023			
Recommended by-Financial Advisor: Ms Jennifer Hamukwaya				Signature: 	Date: 11/12/2023			
Recommended by-PC Chairperson: Ms Wilhelmina Handung				Signature: 	Date: 11/12/2023			
Approved - Accounting Officer (Name): Percy W. Misika				Signature: 	Date: 11/12/2023			

