



Oshakati
TOWN COUNCIL

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Office of the
Chief Executive Officer

Enquiries: A-L. Korea
REF:5/5/3/17

29 June 2026

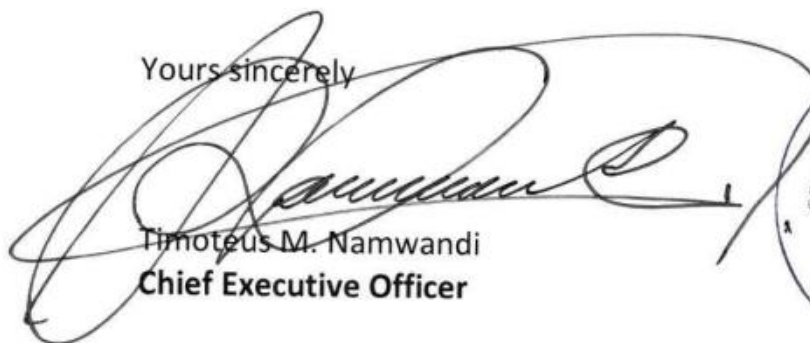
The Head
Procurement Policy Unit
Ministry Of Finance
Private Bag 13295
Windhoek
NAMIBIA

Dear Mr. Phineas Nsundano

RE: SUBMISSION OF ANNUAL PROCUREMENT PLAN FOR OSHAKATI TOWN COUNCIL FINANCIAL YEAR 2026-2027

Attached please find the Annual Procurement Plan for Oshakati Town Council for financial year 2026-2027.

Yours sincerely



Timoteus M. Namwandi
Chief Executive Officer



All official correspondences must be addressed to the Chief Executive Officer

Commercial Centre of
the North



Annual Procurement Plan

Name of Public Entity: OSHAKATI TOWN COUNCIL **Financial Period: 2026/2027**

KINDLY REFER TO THE POP-UP COMMENT UNDER EACH HEADING AND GUIDING NOTES FOR HINTS ON HOW THIS TEMPLATE SHOULD BE POPULATED

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	Supply and delivery of seven (7) laptops for Oshakati Town Council Councillors and one (1) printer for the office of the CEO	8	G	Yes	RFQ	145,200.00	8/1/2026	Section 27 (4)(b) & (c)
2	Procurement of Council cutlery and crockeries	various	G	Yes	IQ	3,000.00	10/1/2026	Section 27 (4)(b) & (c)
3	Procurement of five (5) round and five (5) rectangle black table clothes	10	G	Yes	IQ	3,000.00	10/1/2026	Section 27 (4)(b) & (c)
4	Supply and installation of electrical prepaid meters at Dr. Aupa Indongo Open Market	40	G	Yes	RFP	850,000.00	8/1/2026	Section 27 (4)(b) & (c)
5	Provision for formulation of investment policy	1	C-S	No	RFP	150,000.00	9/1/2026	Section 27 (4)(b) & (c)
6	Upgrading of Kapana and Wood area at Dr. Aupa Indongo Open Market	1	W	Yes	RFQ	2,000,000.00	9/1/2026	Section 27 (4)(b) & (c)
7	Paving and fencing of Open Market-Hospital	1	W	Yes	RFP	2,000,000.00	8/1/2026	Section 27 (4)(b) & (c)
8	Provision of erection of Trade Fair Stand for Oshakati Town Council	3	G	No	RFQ	100,000.00	8/1/2026	Section 27 (4)(b) & (c)
9	Provision of Totem Expo 2027 event	various	W	No	RFQ	2,400,000.00	01/02/2027	Section 27 (4)(b) & (c)
10	Procurement of two (2) Note Count Machine for Oshakati Town Council	2	G	Yes	DP	20,949.90	8/1/2026	Section 27 (4)(b) & (c) and Section 36
11	Procurement of Uukwangula Township filing room shelves	1	G	Yes	RFQ	285,940.00		Section 27 (4)(b) & (c)
12	Procurement of one (1) Cashier receipt Printer for Oshakati Town Council Civic Centre	1	G	Yes	RFQ	19,892.36	8/1/2026	Section 27 (4) (c)
13	Procurement of four (4) waiting benches, (1) filing cabinet and (4) office furniture at Oshakati Town Civic Centre cashier hall, Procurement and Transport Office	9	G	Yes	RFQ	87,000.00	10/1/2026	Section 27 (4) (c)

Signature

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14	Procurement of eight (8) Dog prodder shot	8	G	Yes	IQ	16,323.69	8/1/2026	Section 27 (4) (c)
15	Construction of Store shade & pipe racks at Oshakati Town Council Engineering department	1	W	Yes	RFQ	750,000.00	01/10/2026	Section 27 (4) (b) & (c)
16	Procurement of one (1) Heavy duty trolley for Store Section	1	G	Yes	RFQ	25,000.00	01/10/2026	Section 27 (4) (c)
17	Procurement of one (1) Industrial Safety Rolling Ladders for Store Section	1	G	Yes	RFQ	20,000.00	15/01/2027	Section 27 (4) (c)
18	Provision for Computer Hardware Upgrade Council employees computers	1	NCS	Yes	DP, RFQ	40,000.00	1/11/2026	Section 27 (4) (c)
19	Supply and delivery of twenty six (26) Desktop computers Core i7, 512GB SSD, 27 inch Monitor for 26 users for Finance and Procurement staff members	26	G	Yes	RFQ	650,000.00	01/08/2026	Section 27 (4) (b) & (c)
20	Provision for Email filter cloud solution	70	NCS	Yes	RFQ	120,000.00	01/10/2026	Section 27 (4) (b) & (c)
21	Provision for Microsoft 365 - Business Premium license upgrade to business premium (from business standard to premium) for enhanced protection	1	NCS	Yes	RFQ	360,000.00	15/01/2027	Section 27 (4) (b) & (c)
22	Provision of Centralized Management Print Solution system	4	G	No	RFQ	200,000.00	15/01/2027	Section 27 (4) (b) & (c)
23	Provision of High Availability (HA) of Hyper-V platform	1	NCS	No	RFQ	350,000.00	3/02/2027	Section 27 (4) (b) & (c)
24	Supply and one (1) Compact 4K Camcorder, one (1) Tripod and one (1) bag	1	G	Yes	RFQ	75,000.00	01/09/2026	Section 27 (4) (c)
25	Provision of consultancy services Valuation of council infrastructures	1	CS	No	RFQ	650,000.00	01/11/2026	Section 27 (4) (b) & (c)
26	Provision of consultancy services Enterprise Risk Management Framework work	1	CS	No	RFP	150,000.00	01/08/2026	Section 27 (4) (b) & (c)
28	Supply and delivery of Protective clothing for Council permanent employees	various	G	Yes	RFQ	370,000.00	01/11/2026	Section 27 (4) (b) & (c)

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29	Supply and delivery of Protective clothing: Temporary workers	various	G	Yes	RFQ	150,000.00	01/11/2026	Section 27 (4) (b) & (c)
30	Provision of annual Implement Hire services	various	NCS	Yes	RFQ	100,000.00	throughout	Section 27 (4) (b) & (c)
31	Supply and delivery of No Dumping Signs	various	G	Yes	RFQ	25,000.00	7/11/2026	Section 27 (4) (b) & (c)
32	Provision of annual Weighbridge maintenance	1	NCS	No	DP	120,000.00	Feb-27	Section 27 (4)(b) & (c) and Section 36
33	Provision of annual Oshakati Town Landfill maintenance	Various	W	Yes	RFQ	150,000.00	Jul-26	Section 27 (4) (b) & (c)
34	Provision of annual Oshakati Town Landfill levelling	Various	W	Yes	RFQ	258,000.00	Jul-26	Section 27 (4) (b) & (c)
35	Supply and delivery of six (6) Skip Containers (NEW)	6	G	Yes	RFQ	400,000.00	1 October 2026	Section 27 (4) (b) & (c)
36	Provision of Repair of Skip containers	Various	W	Yes	RFQ	95,000.00	1 August 2026	Section 27 (4) (b) & (c)
37	Supply and Delivery of 250l Refuse Receptacles	250	G	Yes	RFQ	250,000.00	1 September 2026	Section 27 (4) (b) & (c)
38	Provision of annual Cleaning Campaign activities for Oshakati Town Council	Various	NCS	Yes	IQ	100,000.00	1 November 2026	Section 27 (4) (b) & (c)
39	Supply and delivery of one Compactor Machine to Oshakati Town Council	1	G	No	ONB	3,800,000.00	1 July 2026	None
40	Supply and delivery of a Cigarette Shredding machine to Oshakati Town Council	1	G	No	RFQ	40,000.00	1 February 2027	Section 27 (4) (b) & (c)
41	Provision of annual Portable water tests to Oshakati Town Council	4	W	No	RFQ	100,000.00	1 July 2026	Section 27 (4) (b) & (c)
42	Provision of annual Sewer Tests to Oshakati Town Council	4	W	No	RFQ	100,000.00	1 July 2026	Section 27 (4) (b) & (c)
43	Provision of annual Laboratory Water Tests	2	W	No	RFQ	50,000.00	1 July 2026	Section 27 (4) (b) & (c)
44	Supply and delivery of one size fit all Mosquito Nets to Oshakati Town Council	250	G	No	RFQ	35,000.00	1 July 2026	Section 27 (4) (b) & (c)
45	Provision of Vector Control Programme	1	W	No	RFQ	130,000.00	1 August 2026	Section 27 (4) (b) & (c)
46	Provision of HIV / AIDS and Wellness events	Various	G	No	RFQ	70,000.00	1 July 2026	Section 27 (4) (b) & (c)

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)
47	Provision of quarterly Treatment services of Oxidation Ponds in Oshakati Town	4	W	No	RFQ	550,000.00	1 July 2026	Section 27 (4) (b) & (c)
48	Supply and delivery of Gloria Spray pumps to Oshakati Town Council	3	G	No	RFQ	50,000.00	1 August 2026	Section 27 (4) (b) & (c)
49	Supply and delivery of Animal Fodder	Various	G	Yes	RFQ	50,000.00	July 2026 on request	Section 27 (4) (b) & (c)
50	Construction of Sanitation services: Onawa Reception Area	5	W	Yes	RFQ	100,000.00	1 October 2026	Section 27 (4) (b) & (c)
51	Extension of the Kraal livestock warehouse at Ompumbu, Oshakati Town	1	W	Yes	RFQ	100,000.00	1 August 2026	Section 27 (4) (b) & (c)
52	Provision of Solar Lights at Livestock Warehouse, Ompumbu Oshakati Town	2	G	No	RFQ	10,000.00	1 July 2026	Section 27 (4) (b) & (c)
53	Construction of Pigsty and shade	1	W	Yes	RFQ	60,000.00	1 May 2027	Section 27 (4) (b) & (c)
54	Provision of Bulk filling cemetery	1	W	No	RFQ	450,000.00	1 July 2026	Section 27 (4) (b) & (c)
55	Supply and delivery of Grave Plates for Oshakati Town grave yards	100	G	Yes	RFQ	40,000.00	July 2026 on request	Section 27 (4) (b) & (c)
56	Fencing of old cemetery: Onawa Reception Area	1	W	Yes	RFQ	185,000.00	1 March 2027	Section 27 (4) (b) & (c)
57	Maintenance of Oshakati Independence Stadium financial year 2026/2027	Various	W	Yes	RFQ	300,000.00	1 July 2026	Section 27 (4) (b) & (c)
58	Maintenance of Uukwangula Stadium financial year 2026/2027	Various	W	Yes	RFQ	150,000.00	1 July 2026	Section 27 (4) (b) & (c)
59	Maintenance of Carribean Recreation Park during financial year 2026/2027	Various	W	Yes	RFQ	100,000.00	1 July 2026	Section 27 (4) (b) & (c)
60	Uukwangula House maintenance	Various	W	Yes	RFQ	100,000.00	1 July 2026	Section 27 (4) (b) & (c)
61	Fencing of Uukwangula Soccer Field & installation of Higher mast lights		W	Yes	RFQ	1,300,000.00	1 September 2026	Section 27 (4) (b) & (c)
62	Provision of Water Tank Stand: Civic Centre office Park	1	W	No	RFQ	40,000.00	1 July 2026	Section 27 (4) (b) & (c)
63	Supply and delivery of a Pressure Water Pump	1	G	No	RFQ	25,000.00	1 July 2026	Section 27 (4) (b) & (c)
64	Supply and delivery of Children Playground Equipment: Onawa	various	G	No	RFQ	100,000.00	1 August 2026	Section 27 (4) (b) & (c)

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 (R)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
65	Supply, delivery and installation of Signage of Ekuku Park Entrance	1	G	Yes	RFQ	40,000.00	1 September 2026	Section 27 (4) (b) & (c)
66	Provision of Water Pump Room; at Ekuku Park	1	W	Yes		50,000.00	1 July 2026	Section 27 (4) (b) & (c)
67	Construction of Kandjengedi South Sport Field (Ablution and Illumination facilities)	1	W	Yes	RFQ	400,000.00	1 July 2026	Section 27 (4) (b) & (c)
68	Supply and delivery of fertilisers	Various	G	Yes	RFQ	70,000.00	1 July 2026	Section 27 (4) (b) & (c)
69	Supply and delivery of Lawn	Various	G	No	RFQ	30,000.00	1 August 2026	Section 27 (4) (b) & (c)
70	Provision for quarterly servicing and calibration of Traffic Section Equipments	Various	NCS	Yes	DP	120,000.00	1 March 2027	Section 27 & 36 (1) (2) (a)
71	Supply and delivery of Office Furniture	10	G	Yes	RFQ	80,000.00	1 July 2026	Section 27 (4) (b) & (c)
72	Supply and delivery of Equipments (Uniforms, speed cameras, handcuffs)	Various	G	Yes	RFQ	1,000,000.00	1 July 2026	Section 27 (4) (b) & (c)
73	Supply and delivery Traffic Taxi Registration System	1	G	No	RFQ	550,000.00	1 July 2026	Section 27 (4) (b) & (c)
74	Supply and delivery of Council Vehicles (two 4x4 single and one pool double cab bakkies and one sedan/SUV)	4	G	No	ONB	3,100,000.00	1 March 2027	None
75	Provision of advertisement, digital services campaign, publicity and publication services for council activities 2026/2027	various	NCS	Yes	RFQ	366,624.00	1-Jul-26	Section 27 (4) (b) & (c)
76	Provision of GOTV monthly subscription, TV licences and newspaper subscription	various	NCS	Yes	IQ	9,500.00	1-Jul-26	Section 27 (4) (b) & (c)
77	Provision of Traffic Lawenforcement launch and public awareness	1	NCS	Yes	IQ	150,000.00	7/1/2026	Section 27 (4) (b) & (c)
78	Provision of Music Fiesta	1	NCS	Yes	RFQ	200,000.00	7/1/2026	Section 27 (4) (b) & (c)
79	Provision of Business and Media breakfast engagement	2	NCS	Yes	RFQ	80,000.00	7/1/2026	Section 27 (4) (b) & (c)
80	Provision of Centralized Management Print Solution system	4	NCS	Yes	RFQ		7/1/2026	Section 27 (4) (b) & (c)
81	Construction of electricity bulk services at Ompumbu	1	W	No	ONB	6,400,000.00	1-Sep-26	None

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)
82	Provision of Upgrading of Osh-East NHE to Ompundja Gravel Road	1	W	No	RB	3,000,000.00	1-Sep-26	Section 27 (4) (b) & (c)
83	Construction of stormwater channels around Oshakati Town	5	W	Yes	RFQ	3,000,000.00	1-Oct-26	Section 27 (4) (b) & (c)
84	Upgrade Oshakati West road (Pep) to Bitumen standards	1	W	No	RB	2,500,000.00	1-Aug-26	Section 27 (4) (b) & (c)
85	Construction of Taxi Rank for Onawa - Game Complex	1	W	No	RFQ	700,000.00	1-Oct-26	Section 27 (4) (b) & (c)
86	Provision of office small tools and equipments	various	G	Yes	IQ	147,000.00	1-Jul-26	Section 27 (4) (b) & (c)
87	Supply and delivery of one new 15 CUBICTipper Truck to Oshakati Town Council	1	G	No	ONB	2,000,000.00	1-Nov-26	None
88	Construction of Rehabilitation of Oshakati State Hospital Road (Dr. Hifikepunye Pohamba Road) in Oshakati Town	1	W	Yes	RFQ	1,500,000.00	1-Aug-26	Section 27 (4) (b) & (c)
89	Construction of Upgrading of Coca Cola road to Bitumen standards	1	W	Yes	RFQ	2,600,000.00	1-Oct-26	Section 27 (4) (b) & (c)
90	Provision of Land Servicing Okakukipupu	1	CS	No	ONB	65,000,000.00	1-Oct-26	None
91	Provision of corporate Council branding, supply and delivery of promotions materials and corporate gifts	various	G	Yes	RFQ	350,000.00	1-Jul-26	Section 27 (4) (b) & (c)
92	Provision of Replacement of AC (Asbestor cement) pipe at Oshakati west and east	various	W	Yes	RFQ	700,000.00	1-Jul-26	Section 27 (4) (b) & (c)
93	Supply and delivery of one water pump machine	1	G	No	RFQ	50,000.00	3-Aug-26	Section 27 (4) (b) & (c)
94	Supply and delivery of ten 15kw sewer submersible pumps to Oshakati Town Council	10	G	No	DP	2,000,000.00	1-Aug-26	Section 36 (1) (2) (a)
95	Provision of Lifting and lowering of Sewer Manholes	various	W	No	RFQ	250,000.00	1-Aug-26	Section 27 (4) (b) & (c)
96	Construction of Fencing off Army Base Sewer Pump Stations with Brickwall	1	W	Yes	RFQ	250,000.00	1-Dec-26	Section 27 (4) (b) & (c)

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 (NS)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
97	Provision of Removing reeds from Oshakati West sewer oxidation ponds	1	W	No	RFQ	800,000.00	1-Oct-26	Section 27 (4) (b) & (c)
98	Installation and Fixing of MC board and pumps	1	W	No	RFQ	900,000.00	1-Aug-26	Section 27 (4) (b) & (c)
99	Provision of annual Electrical Maintenance of pumps	32	NCS	Yes	ONB	1,590,000.00	1-Jul-26	None
100	Provision of relocation + Informal settlers (Oshoopala)	various	NCS	Yes	RFQ	3,000,000.00	1-Sep-26	Section 27 (4) (b) & (c)
101	Supply and Delivery of Air Conditioners for Council properties	3	G	Yes	RFQ	70,000.00	1-Jul-26	Section 27 (4) (b) & (c)
102	Provision of Electrical re-wiring of Civic Building	1	W	Yes	RFQ	400,000.00	1-Sep-26	Section 27 (4) (b) & (c)
103	Provision of Electric Fence & Interlock - Council Flats	1	W	Yes	DP	340,000.00	1-Jul-26	Section 27 (4)(b) & (c) and Section 36
104	Provision of Alignment of Informal Settlements	1	NCS	No	DP	4,500,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
105	Provision of Surveying of Okandjengedi South Ext.3	1	NCS	No	DP	650,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
106	Provision of Surveying of Okandjengedi South Ext.4	1	NCS	No	DP	600,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
107	Provision of Surveying of Okandjengedi South Ext.5	1	NCS	No	DP	650,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
108	Digitalization of Street Names & Property records	1	NCS	No	DP	600,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
109	Provision of Land Use Verification Survey (Old Oshakati)	1	NCS	No	DP	90,000.00	1-Sep-26	Section 27 (4)(b) & (c) and Section 36
110	Design of 5 social media flyers Friday Facts about Oshakati	5	G	Yes	RFQ	20,000.00	1-Aug-26	Section 27 (4) (b) & (c)
111	Procurement of CCO Cellphone for CCO Office	1	G	Yes	RFQ	45,000.00	1-Jul-26	Section 27 (4) (b) & (c)
112	Provision of Printing Flyers, posters, photo portraits certificates and brochures for the Oshakati Town	various	G	Yes	RFQ	145,000.00	1-Aug-26	Section 27 (4) (b) & (c)
113	Designing and printing of the Oshakati Town Council Communication Policy and annual reports	50	G	Yes	RFQ	100,000.00	1-Aug-26	Section 27 (4) (b) & (c)

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 (R)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
114	Provision of Compilation of all Oshakati Town Council corporate videos	1	G	Yes	RFQ	65,000.00	1-Aug-26	Section 27 (4) (b) & (c)
115	Provision of Custom Service survey	1	NCS	Yes	RFQ	50,000.00	1-Sep-26	Section 27 (4) (b) & (c)
116	Supply and Delivery of Diaries and calendars	200	G	Yes	RFQ	85,000.00	1-Sep-26	Section 27 (4) (b) & (c)
117	Procurement of Computer for CCO Desktop	1	G	Yes	RFQ		1-Oct-26	Section 27 (4) (b) & (c)
118	Provision of Public Meetings around town, PRO activities and Local Development Committee activities	18	NCS	No	RFQ	250,000.00	30-Nov-26	Section 27 (4) (b) & (c)
119	Designing and printing of Oshakati Today Newsletter	50	G	Yes	RFQ	50,000.00	15-Dec-26	Section 27 (4) (b) & (c)
120	Provision of corporate social responsibility	various	G	Yes	RFQ	50,000.00	15-Dec-26	Section 27 (4) (b) & (c)
121	Provision of email signature design	various	NCS	Yes	RFQ	30,000.00	7/1/2026	Section 27 (4) (b) & (c)
122	Provision of Binary Clocking systems monthly prescription	12	NCS	Yes	DP	62,218.00	7/1/2026	Section 36 (1) (2) (a)
123	Provision of consultancy fees organisation structure regeneering , other activities and legal fees	various	NCS	Yes	RFQ	1,213,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
124	Provision of fuel and oil for Council machines, equipments and vehicles	various	G	Yes	RFQ	1,800,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
125	Provision of refreshments, entertainment, galadimmers and pledges, year end function, sport activities and corporate events banquet	various	NCS	Yes	EPE	595,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
126	Provision of capacity building, training and team building activities for Councilors and employees	various	CS	Yes	RFP	1,600,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
127	Provision of re-spray of Fire Engine /Truck	1	W	Yes	RFQ	210,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
128	Provision of carwash and cleansing of Council services	1	NCS	Yes	RFQ	55,000.00	7/1/2026	Section 27 (4) (b) & (c) & section 36
Approved - Accounting Officer (Name): <i>T.M. Karambiri</i>				Signature: <i>[Signature]</i>		Date: 22/06/2026		

[Signature]