



Name of Public Entity: PARLIAMENT - NATIONAL ASSEMBLY  
 Financial Period: 2024/2025  
**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. J.S.)	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	Construction of Security Guard Houses	2	W	Yes	ONB	10 000 000,00	Q1-Q2	For security purposes, only companies nominated by NCS are eligible to apply and participate for this procurement
2	Repair and Maintenance of Parliament Building	Various	W	Yes	RFQ	3 000 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
3	supply and delivery of Maintenance materials and equipments for Parliament Building.	Various	G	Yes	RFQ	900 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
4	Supply and Delivery of cartridges and Office Stationeries to the National Assembly	Various	G	Yes	RFQ	500 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
5	Supply and Delivery of Cleaning Materials	Various	G	Yes	RFQ	500 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
6	Supply and Delivery of Laptops, printers, computers, projectors, scanners, media equipment and any other Computer appliances and equipments	Various	G	Yes	RFQ	300 000	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
7	Supply and delivery of protective clothes for cleaners, messengers and other staff members	Various	G	Yes	RFQ	50 000,00	Q1-Q3	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
8	Printing of Parliament information, fliers, leaflets, annual reports, corporate gifts, letterheads, posters, pamphlets and any other related printing requests.	Various	NCS	Yes	RFQ	500 000	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
9	Supply and installation of blinds in offices and boardrooms	Various	G	Yes	RFQ	70 000,00	Q2-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
10	Provision of cleaning services for carpets, chairs in offices, boardrooms and chamber	Various	G	Yes	RFQ	100 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
11	Procurement of refreshments, catering services for committee meetings, interviews, Bid evaluations.	Various	NCS	Yes	IQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entry will not resort to formal competition.
12	Procurement of refreshments, catering services for committee meetings, interviews, Bid evaluations.	Various	NCS	Yes	RFQ	400 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
13	Procurement for training and any other workshops for National Assembly staff members and MPs	Various	NCS	Yes	RFQ	400 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
14	Provision of foreign flight tickets, venue hire, meals conferences, accommodation.	Various	NCS	Yes	DP	4 000 000,00	Q1-Q4	There is a designated contracted service provider for all photocopy services
15	Provision of Domestic flight tickets, venue hire, meals conferences, accommodation.	Various	NCS	Yes	RFQ	500 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
16	Supply and delivery of medical supplies for the Parliament Clinic	Various	G	Yes	RFQ	60 000,00	Q2-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
17	Annual International Organisation subscriptions and course fees for training	Various	NCS	Yes	DP	3 126 000	Q1-Q4	Services are only available from international bodies
18	Newspaper advertisements and periodicals	Various	NCS	Yes	EPE	40 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and a public entity has the capacity to do such work on behalf of the Government; (h) there is an emergency.
19	Newspaper advertisements and periodicals	Various	NCS	Yes	DP	50 000,00	Q1-Q4	Suppliers have the exclusive right for the services
20	Yearly newspaper subscriptions	Various	NCS	Yes	DP	100 000,00	Q1-Q4	Suppliers have the exclusive right for the services



21	Yearly newspaper subscriptions	Various	NCS	Yes	EPE	100 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and a public entity has the capacity to do such work on behalf of the government. There are existing contracts in place.
22	Servicing of air conditioners for National Assembly	Various	NCS	Yes	RFQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
23	Supply and delivery of corporate gifts, photo frames and promotional items, pull up banners, gasabo, and hiring of event equipment	Various	G	Yes	RFQ	150 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
24	Supply and delivery of flowers, flower stands, vases for a period of 12 months	Various	G	Yes	DP	100 000,00	Q1-Q4	There a designated contracted service provider for transcription services
25	Provision for translation and transcription services and provision for printing of Hazard volumes	Various	NCS	Yes	DP	8 000 000,00	Q1-Q4	There a designated contracted service provider for transcription services
26	Supply of courier services, telephones and fax, internet services, electricity, TV licenses, DSTV, water, internet infrastructure services, cellphone charges,	Various	NCS	Yes	DP	200 000,00	Q1-Q4	It would be too impractical to apply the default method for this procurement as per section 27(4)(b). In terms of section 34(d) EPE is applied as Public Entity has the capacity to do such work on behalf of the government. There are existing contracts in place.
27	Purchasing of vehicles for National Assembly	Various	G	Yes	RB	8 000 000,00	Q1-Q2	The time and cost of considering a large number of bids is disproportionate to the value of the procurement and the estimated value of the procurement does not exceed the prescribed threshold and the goods or services are only available from a limited number of bidders.
28	Maintenance of security systems (biometric surveillance) security equipments (scanner, walk through and boom gates)	Various	NCS	Yes	RB	1 500 000,00	Q1-Q4	For security purposes, only companies nominated by NCS are eligible to apply and participate for this procurement.
29	provision of private car rentals and fuel to the National Assembly and hiring of transport to convey heavy equipments	Various	NCS	Yes	RFQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
30	Supply of office refreshments	Various	G	Yes	RFQ	100 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
31	Supply of office refreshments	Various	G	Yes	IQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entity will not resort to formal competition.
32	Catering for hosting foreign and domestic delegations at Parliament restaurant	Various	NCS	Yes	RFQ	100 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
33	supply and delivery of tyres, rims & batteries for National Assembly vehicles	Various	NCS	Yes	RFQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
34	Provision for full servicing of the National Assembly Vehicles	Various	NCS	Yes	DP	500 000,00	Q1-Q4	There is supplier having the exclusive right for the services
35	Provision for full servicing of the National Assembly Vehicles	Various	NCS	Yes	RFQ	500 000,00	Q1-Q4	Too costly to apply the default method, given the value of procurement in question
36	Provision of fleet and transport related services such as general repairs, fixed tariffs, pool log expenses etc from MWT	Various	NCS	Yes	EPE	100 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and a public entity has the capacity to do such work on behalf of the government.
37	Servicing of the National Assembly generator	Various	NCS	Yes	RFQ	50 000,00	Q1-Q4	There is supplier having the exclusive right for the services
38	Supply, delivery & installation of new aircons	Various	NCS	Yes	RFQ	300 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
39	Maintenance of Antennas and correcting of TV Signals	Various	G	Yes	IQ	15 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entity will not resort to formal competition.
40	Maintenance of CCTV cameras	Various	NCS	Yes	RFQ	50 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
41	Procurement of furniture for Members of Parliament	Various	NCS	Yes	DP	200 000,00	Q1-Q4	Members are required to choose a supplier of their choice
42	Procurement of entertainment for Members of Parliament	Various	G	Yes	DP	820 000,00	Q1-Q4	Members are required to choose a supplier of their choice
43	Computer software licenses and renewals	Various	NCS	Yes	RFQ	200 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
44	Computer software licenses and renewals	Various	NCS	Yes	DP	300 000,00	Q1-Q4	There a designated contracted service providers
45	Repair and maintenance of plumbing works and fitting services	Various	NCS	Yes	RFQ	500 000,00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
46	Hiring of photocopy machine	Various	NCS	Yes	DP	500 000,00	Q1-Q4	There is a designated contracted service provider for all photocopy services

47	Procurement of library books	Various	G	Yes	RFQ	500,000	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
48	Supply and delivery of cutlery/kitchen utensils any other kitchen appliances and equipments	Various	G	Yes	RFQ	100,000	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
49	Request for performance by cultural groups at ceremonial events	Various	NCS	Yes	RFQ	50,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
50	Request for performance by cultural groups at ceremonial events	Various	NCS	Yes	IQ	50,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entity will not resort to formal competition.
51	Servicing of office appliances, Fridges, TV etc	Various	W	Yes	RFQ	100,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
52	Supply and delivery of office furniture for the National Assembly	Various	G	Yes	RFQ	500,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
53	Supply and delivery of carpets	Various	NCS	Yes	RB	100,000.00	Q1-Q4	Items are not readily available
54	Provision of dry-cleaning services	Various	NCS	Yes	IQ		Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entity will not resort to formal competition.
55	Road worthy, renewal of disc license	Various	NCS	Yes	DP	500,000.00	Q1-Q4	Suppliers have the exclusive right for the services
56	Pest Control Services	Various	W	Yes	RFQ	50,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
57	Binding of minutes and orders	Various	G	Yes	DP	3,468,000.00	Q1-Q4	There a designated contracted service provider for transcription services
58	Provision for short sms for National Assembly	Various	NCS	Yes	DP	250,000.00	Q1-Q4	There a designated contracted service provider for transcription services
59	Replacement of Number plates and other vehicle spare parts and accessories	Various	G	Yes	RFQ	100,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
60	Supply and delivery of drinking water	Various	G	Yes	DP	300,000.00	Q1-Q4	There a designated contracted service provider for transcription services
61	Supply and delivery of bare Road Materials	Various	G	Yes	RFQ	100,000	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
62	Maintenance of the NA (are Road (Love Street)	Various	W	Yes	RFQ	100,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold.
63	Procurement of security strips	Various	G	Yes	IQ	15,000.00	Q1-Q4	Too costly to apply, given the value of the procurement and it does not exceed the prescribed threshold. The entity will not resort to formal competition.
64	Procurement of official mobile devices for MPs	Various	G	Yes	DP	100,000.00	Q1-Q4	There a designated contracted service provider for transcription services
65	Payment of fuel, repairs and maintenance for NA vehicles on the Bluefuel System	Various	NCS	Yes	DP	4,800,000.00	Q1-Q4	Some supplier have the exclusive right for the services

Approved - Accounting Officer (Name): *Hydra Kondeh*

Signature: *[Signature]*

Date: *11/4/2024*

