



Annual Procurement Plan

Name of Public Entity: NATIONAL COUNCIL FOR HIGHER EDUCATION (NCHE)		Financial Period: 2025-2026						
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	Provision of Team building exercise services	1	NCS	No	EPE	90,000.00	11-Jun-25	A public entity has the capacity to execute this function on behalf of the Government entity
2	Provision of a scrubbing machine	1	G	Yes	RFQ	20,000.00	12-Jun-25	Too costly to apply given the value of the procurement in question
3	Provision of media advertisement services	various	NCS	Yes	DP	100,000.00	18-Jun-25	Too costly to apply given the value of the procurement in question
4	Provision of vehicle repair and servicing	7	NCS	Yes	DP	98,600.00	01-Jul-25	Not efficient or practical for the procurement in question
5	Consulting services to oversee the building maintenance and waterproofing work	1	CS	Yes	DP	250,000.00	03-Jul-25	Not efficient or practical for the procurement in question
6	Supply and delivery of office refreshments	various	G	Yes	IQ	15,000.00	28-Jul-25	Too costly to apply given the value of the procurement in question
7	Renewal of software (ZOOM & Grammarly)	various	NCS	No	DP	109,459.00	31-Jul-25	Not efficient or practical for the procurement in question
8	Supply and delivery of office refreshments for 24 months	various	G	Yes	RFQ	80,000.00	11-Aug-25	Not efficient or practical for the procurement in question
9	Supply and delivery of promotional items for the 20th anniversary	various	G	Yes	RFQ	330,000.00	11-Aug-25	Not efficient or practical for the procurement in question
10	Supply, Delivery, and Installation of the NCHE Name Plaque	1	NCS	Yes	RFQ	30,000.00	11-Aug-25	Not efficient or practical for the procurement in question
11	Provision of frame tent, tables, chairs and decor for naming of NCHE building	various	NCS	Yes	RFQ	50,000.00	11-Aug-25	Not efficient or practical for the procurement in question
12	Provision of consultancy services for Quality Assurance activities	various	CS	No	RP	1,805,000.00	15-Oct-25	Not Applicable
13	Supply, installation & commissioning of a new CCTV Camera & Security System for the NCHE building	1	NCS	Yes	RB	680,000.00	23-Oct-25	Not efficient or practical for the procurement in question



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14	Provision of Consultancy Service for the Research on the 20 years on the state of Higher Education	various	CS	Yes	RP	450,000.00	01-Nov-25	Not efficient or practical for the procurement in question
15	Provision of air conditioner maintenance services for 24 Months	various	NCS	Yes	RFQ	60,000.00	07-Nov-25	Not efficient or practical for the procurement in question
16	Provision of Health and Safety materials	various	G	Yes	RFQ	5,000.00	20-Nov-25	Too costly to apply given the value of the procurement in question
17	Provision of a Shredding Machine	1	G	Yes	RFQ	11,000.00	20-Nov-25	Too costly to apply given the value of the procurement in question
18	Building maintenance and waterproofing work	various	NCS	Yes	RFQ	200,000.00	20-Nov-25	Not efficient or practical for the procurement in question
19	Supply and delivery of filling cabinets for the Resource Centre	various	G	Yes	RFQ	75,000.00	20-Nov-25	Not efficient or practical for the procurement in question
20	Consultancy services for the design, development, installation & implementation support of a web-based Higher Education Management Information System (HEMIS)	1	CS	No	RP	1,700,000.00	20-Nov-25	Not Applicable
21	Provisions of Fortigate Firewall for lincence Renewal (for 36 Months)	1	G	Yes	DP	61,000.00	21-Nov-25	Not efficient or practical for the procurement in question
22	Design, Layout and Printing of National Graduate Survey Report	1	NCS	Yes	RFQ	40,000.00	21-Nov-25	Not efficient or practical for the procurement in question
23	Supply and Delivery of Office steamers	2	G	Yes	IQ	6,000.00	30-Nov-25	Too costly to apply given the value of the procurement in question
24	Provision of IT services (redesigning of the NCHE website)	1	CS	Yes	RP	400,000.00	25-Jan-26	Not Applicable
25	Supply and delivery of stationery to NCHE for a period of 24 Months	various	G	Yes	ONB	252,600.00	04-Feb-26	Not Applicable
26	Supply and delivery of cartridges to NCHE for a period of 24 Months	various	G	Yes	ONB	100,000.00	04-Feb-26	Not Applicable

(Signature)



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27	Provision of consultancy services of Human Resource Office to NCHE for 12 Months	1	CS	Yes	ONB	200,000.00	04-Feb-26	Not Applicable
Approved - Accounting Officer (Name): Sylvia Demas				Signature:	Date: 28/10/2025			

