



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	Yes	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	Provision of a consultant to oversee the procurement of maintenance work to be carried out for the waterproofing work & removal of Mold	1	CS	Yes	DP	50,000.00	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	Research Team for 20 year anniversary publication	various	CS	Yes	RP	150,000.00	11-Aug-25	Not efficient or practical for the procurement in question
10	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
11	Supply, Delivery and Installation of NCHE Building Name Plaque	1	NCS	Yes	RFQ	30,000.00	11-Aug-25	Not efficient or practical for the procurement in question
12	Provision of shading, 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
13	Administration fees for the NCHE 20 years anniversary activities	various	NCS	Yes	DP	50,000.00	11-Aug-25	Not efficient or practical for the procurement in question

(Signature)

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)
14	Provision of conference facilities for the state of higher education conference	1	NCS	Yes	RFQ	150,000.00	11-Aug-25	Not efficient or practical for the procurement in question
15	Provision of Health and Safety materials	various	G	Yes	RFQ	5,000.00	20-Aug-25	Too costly to apply given the value of the procurement in question
16	Provision of a Shredding Machine	1	G	Yes	RFQ	11,000.00	20-Aug-25	Too costly to apply given the value of the procurement in question
17	Supply and Delivery of Office steamers	2	G	Yes	RFQ	6,000.00	20-Aug-25	Too costly to apply given the value of the procurement in question
18	Provision of airconditioner maintenance services for 24 Months	1	NCS	Yes	RFQ	60,000.00	20-Aug-25	Not efficient or practical for the procurement in question
19	Provision of maintenance services for the repair of defects after heavy rain	1	NCS	Yes	RFQ	200,000.00	20-Aug-25	Not efficient or practical for the procurement in question
20	Provision of IT services (redesigning of the NCHE website)	1	CS	Yes	RP	400,000.00	09-Sept-25	Not Applicable
21	Supply and delivery of filling cabinets for the Resource Centre	various	G	Yes	RFQ	75,000.00	09-Sept-25	Not efficient or practical for the procurement in question
22	Provision of consultancy services for Quality Assurance activities	various	CS	No	RP	1,805,000.00	15-Oct-25	Not Applicable
23	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	15-Oct-25	Not Applicable
24	Provisions of Fortigate Firewall for licence Renewal (for 36 Months)	1	G	Yes	DP	61,000.00	15-Oct-25	Not efficient or practical for the procurement in question
25	Design, Layout and Printing of National Graduate Survey Report	1	NCS	Yes	RFQ	40,000.00	15-Oct-25	Not efficient or practical for the procurement in question
26	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
27	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
28	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: Sylvia Demas							Date: 06/08/2025	

