

**Office of the Auditor-General**



# Annual Procurement Plan

**2026/27**

 **123 Robert Mugabe Avenue**



Name of Public Entity: OFFICE OF THE AUDITOR-GENERAL										
Financial Period: 2026/27										
Procurement No. (e.g. 1.2.3...)	Description (include lots if applicable)	Quantity	Category of Procurement	Procurement reserved in terms of the Directive on Local Sourcing	Procurement Method	Estimated Value (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)		
1	Flight Tickets: Office of the Aud-Gen									
	Flight Tickets: Auditor- General	Various	NCS	Yes	DP/RFQ/IQ	200,000	When required	Procurement of airtickets are readily available from limited airlines that meet OAG's specific requirements		
	Flight Tickets: Administration	Various	NCS		DP/RFQ/IQ	100,000	When required			
	Flight Tickets: Auditing	Various	NCS	Yes	DP/RFQ/IQ	1,200,000	When required			
2	Subscriptions for a period over 12 Months					1,500,000.00				
	New Era	2	NCS	Yes	DP	2,000.00	Feb '27	Newspaper Media houses have exclusive rights to supply specific type of newspapers exclusively.		
	Namibian Sun	2	NCS	Yes	DP	2,000.00	Feb '27			
	Republikein	1	NCS	Yes	DP	2,000.00	Feb '27			
	The Namibian	2	NCS	Yes	DP	2,000.00	Feb '27			
	Windhoek Observer	2	NCS	Yes	DP	2,000.00	Feb '27			
3	Supply and Delivery of Stationery, Cleaning and Maintenance Materials over a period of 36 Months					10,000.00				
	Photocopying Supplies	Various	G	Yes	DP/RFQ/IQ	300,000.00	July 26 & Jan 27	Standing Contracts for Suppliers selected through OAB		
	Computer Supplies	Various	G	Yes	DP/RFQ/IQ	300,000.00	July 26 & Jan 27			
	Calculator Stationery	Various	G	Yes	DP/RFQ/IQ	170,000.00	July 26 & Jan 27			
	General Office Supplies	Various	G	Yes	DP/RFQ/IQ	100,000.00	July 26 & Jan 27			
	Maintenance Materials	Various	G	Yes	DP/RFQ/IQ	82,000.00	July 26 & Jan 27			
	Cleaning Materials	Various	G	Yes	DP/RFQ/IQ	952,000.00	July 26 & Jan 27			
4	Fuel & Lubricants	Various	NCS	Yes	DP	320,000.00	When Required		Goods are readily available commercially standard goods	
	Tyres	Various	G	Yes	RFQ/IQ	70,000.00	When Required			
	Batteries	Various	G	Yes	RFQ/IQ	23,000.00	When Required			
	Spare Parts & Accessories	Various	G	Yes	RFQ/IQ/DP	80,000.00	When Required			
	Servicing Fees & Repairs	Various	NCS	Yes	RFQ/IQ/DP	180,000.00	When Required	Motor Vehicle dealers has exclusive rights to service and repair specific vehicle brand and type		
	Car Wash	Various	NCS	Yes	DP	70,000.00	When Required	Services are readily available commercially standard goods		
	License Fees	Various	NCS	Yes	DP	35,000.00	When Required	Natis has exclusive rights to supply road service licenses and certificates		
	Parking Fees	Various	NCS	Yes	DP	2,000.00	When Required	One year contract with PO Centre, the supplier has exclusive rights		
	Tracking System over a period of 36 Months	Various	NCS	Yes	DP	120,000.00	Standing Contract	KPI has exclusive rights for parking fees		
						900,000.00				



5	City of Windhoek	Various	NCS	Yes	EPE	2,020,000.00	Monthly	CoW has exclusive rights to supply water and electricity
	TN Mobile / MTC over period of 12 months	Various	NCS	Yes	EPE	900,000.00	Standing Contract	Supplier has exclusive rights to provide services for a period of 12 months
	Telecom Namibia	Various	NCS	Yes	EPE	432,000.00	Monthly	Telecom has exclusive rights to supply telecommunication services
	Courier Charges	Various	NCS	Yes	EPE	5,000.00	When Required	Nampost has exclusive rights to supply postal deliveries
	P.O. BOX	1	NCS	Yes	EPE	3,000.00	September	Nampost has Exclusive rights to supply postal services
	Rent-A-Drum	Various	NCS	Yes	DP	30,000.00	Monthly	Standing Contract
	Rent of Photocopier 36 Months	Various	NCS	Yes	DP	564,000.00	Standing Contract	One year contract procured therefore the successful supplier has exclusive rights for the period of the three year contract
	Internet Line	Various	NCS	Yes	DP	135,000.00	Standing Contract	Three Year contract procured in Previous Financial Year therefore the successful supplier has exclusive rights for the period of the three year contract
	Disaster Recovery Plan	Various	NCS	Yes	RP	540,000.00	Monthly	One year contract procured therefore the successful supplier has exclusive rights for the period of the three year contract
	Wifi instalment 36 Months	1	NCS	Yes	DP	430,000.00	Standing Contract	Three year contract procured in previous financial year, hereto the successful supplier Multichoice has exclusive rights to provide DSTV services
	Multichoice 12 Months	2	NCS	Yes	DP	11,000.00	February 2027	
						5,050,000.00		
6	Photocopying Machines - Copy Charges over 36 Months	2	NCS	Yes	DP	60,000.00	Standing Contract	36 Months contract procured in previous financial year therefore the successful supplier has exclusive rights for the period of the three year contract
	BARX	Various	NCS	Yes	DP	130,000.00	Quarterly	Standing Contract
						190,000.00		
7	IDEA (L7)		NCS	Yes	DP	220,000.00	September 2026	
	Fortigate		NCS	Yes	DP	132,000.00	April 2026	
	Case Ware Working Papers (120)		NCS	Yes	DP	1,010,000.00		
	Case Ware Time Back Office (125)		NCS	Yes	DP			
	Kaspersky (282)		NCS	Yes	DP	80,000.00	June 2026	
	Adobe Acrobat Pro DC (2)		NCS	Yes	DP	40,000.00	February 2026	
	Veeam Backup Software		NCS	Yes	DP	150,000.00	August 2026	
	Microsoft Office Licences		NCS	Yes	DP		January 2026	
	NETWRIX		NCS	Yes	DP	140,000.00	Annually	
	PRTG		NCS	Yes	DP		January 2027	
	SmartTime (300) BInery City		NCS	Yes	DP	53,000.00	April 2026	
	IPSAS LICENCE		NCS	Yes	DP	140,000.00	January 2027	
	ZOOM		NCS	Yes	DP	35,000.00	July 2027	
						2,000,000.00		
8	Printer maintenance 36 months (Green Enterprise)		NCS	Yes	RB/DP	20,000.00	When Required	Service Provider has exclusive rights to maintain computer equipment while under warranty before going out on tender
	Server support		NCS	Yes	DP	20,000.00	When Required	Service Provider has exclusive rights to maintain computer equipment to retain warranty
	Laptop / Desktop Comments		NCS	Yes	RB	20,000.00	When Required	Services available from limited certify warranty centres

