



Republic of Namibia  
Annual Procurement Plan

Name of Public Entity: Electoral Commission of Namibia  
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 (NS)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
				Yes	No				
1	Supply of Kitchen accessories	Various	G	Yes	No	RFQ IQ	6 500	2026/11/30	Too costly to apply, given the value of the Procurement (sec.27 (4) c)
2	Protective Clothing for Staff members	Various	G	Yes	NA	EPE	50 000	2026/05/05	Is not efficient or practical for the procurement in question (sec.27 (4) b)
3	Supply and delivery of stationery	Various	G	Yes	NA	EPE RFQ	2 068 000	2026/04/02	Is not efficient or practical for the procurement in question (sec.27 (4) b)
4	Supply and delivery of Cleaning Materials	Various	G	Yes	NA	EPE RFQ	560 000	2026/06/30	Is not efficient or practical for the procurement in question (sec.27 (4) b)
5	Supply and delivery of Registration and Election Materials	Various	G	Yes	NA	EPE RFQ ONB	1 700 000	4/30/2026 - 11/30/2026	NA
6	Courier Services	Various	NCS	Yes	NA	EPE	1 300 000	4/30/2026 - 03/03/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
7	Airtime and Cellphones Charges	Various	NCS	Yes	NA	EPE	1 220 000	5/30/2026 - 11/30/2026	Is not efficient or practical for the procurement in question (sec.27 (4) b)
8	Servicing and Maintenance of Computers	Various	W	Yes	Yes	RFQ	200 000	2026/06/30	Is not efficient or practical for the procurement in question (sec.27 (4) b)
						DP			
8	Building Maintenance, Electrical, Plumbing and Air conditioners			Yes	Yes	RFQ	1 780 000	4/30/2026 - 11/30/2026	Is not efficient or practical for the procurement in question (sec.27 (4) b)
						IQ			

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9	Office/Property Rent - Hiring of Photocopy Machines for 36 months	Various	NCS	No	ONB	4 550 000	2026/05/02	N/A
10	Registration/Polling Venues	Various	NCS	Yes	DP	1 000 000	4/30/2026 - 08/30/2026	Is not efficient or practical for the procurement in question (sec.27 (4) b)
11	Destruction of Ballot Papers	Various	NCS	No	ONB	500 000	4/30/2026 - 08/30/2026	
12	Training Courses, Symposiums & Workshops	Various	NCS	Yes	EPE DP RFQ	1 504 500	4/30/2026 - 02/28/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
13	Printing Services	Various	NCS	No	EPE	2 635 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
14	Advertising (print, electronic, billboards, social media)	Various	NCS	No	EPE DP	1 000 000	4/30/2026 - 03/15/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
15	Printing of Ballot Papers - for a period of 36 months	Various	NCS	No	ONB	5 000 000	4/30/2026 - 03/15/2027	N/A
16	Wellness Programmes	Various	G	Yes	EPE RFQ	200 000	4/30/2026 - 03/15/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
17	Security Goods & Services ( systems management)	Various		No	ONB	1 000 000	4/30/2026 - 02/28/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
18	Office Furniture (tables & chairs) & Other	Various	G	Yes	EPE ONB	3 000 000	4/30/2026 - 08/31/2027	Too costly to apply, given the value of the Procurement (sec.27 (4) c)
19	Consultation and Research	Various	CS	N/A Yes	EPE ONB	3 500 000	4/30/2026 - 03/31/2027	N/A
20	Media Liason Services (Production of reports & information materials)	Various	NCS	No	EPE	300 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
21	Media Liason Services (Photography, Video Production and Live Streaming Services)	Various	NCS	No	EPE	50 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
22	Communication Strategy (Website Design)	Various	NCS	No	RB	1 000 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)

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23	Media Liaison Services (Audio/Visual Conference Service Level Agreement)	Various	CS	No	DP	50 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
24	Communication Strategy ( Office Branding materials and services)	Various	NCS	No	ONB	800 000	4/30/2026 - 03/31/2027	NA
25	Promotional/Corporate Gifts	Various	G	No	ONB	200 000	4/30/2026 - 03/31/2027	NA
26	Computer Services & Other Software Installations	Various	NCS	No	RFQ	5 739 500	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
					DP		4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
					ONB		4/30/2026 - 02/31/2027	NA
27	Boundary Clarification Maps	Various	G	No	EPE RB	500 000	4/30/2026 - 02/28/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
28	Legal Services	Various	CS	No	DP	1 600 000	4/30/2026 - 02/28/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
29	Materials for People With Disabilities	Various	G	NA No	EPE RFQ	700 000	4/30/2026 - 03/31/2027	Is not efficient or practical for the procurement in question (sec.27 (4) b)
Approved - Accounting Officer (Name): <i>F. Shaarwa</i>				Signature: <i>[Signature]</i>	Date: <i>2026-03-16</i>			

