



CRAN
Communications Regulatory Authority of Namibia

Name of Public Entity: Communications Regulatory Authority of Namibia (CRAN)

Financial Period: 01 April 2024 to 31 March 2025

CRAN ANNUAL PROCUREMENT PLAN (REVISED 27 MAY 2024)

Procurement No. (e.g. 1.2.3... applicable)	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 events transport services: staff recruitment (relocation)	Various	NCS	Yes	IQ	50,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
2	Provision of fumigation services for CRAN offices	Various	NCS	Yes	RFQ	50,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
3	Provision of events management services	Various	NCS	Yes	RFQ	160,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
4	Procurement of goods for awards ceremony	Various	G	No	IQ	75,000.00	Aug-24	Open advertised bidding is too costly to apply, given the value of the procurement.
5	Procurement of services for awards ceremony	Various	NCS	No	IQ	70,000.00	Aug-24	Open advertised bidding is too costly to apply, given the value of the procurement.
6	Supply and delivery of goods for wellness activities & corporate events	Various	G	Yes	RFQ	187,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
7	Provision of services for wellness activities & corporate events for CRAN	Various	NCS	Yes	IQ	187,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
8	Provision of training services to CRAN	Various	NCS	Yes	RFQ	361,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
9	Computer equipment expenses	Various	NCS	No	IQ	62,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
10	Supply and delivery of office refreshments to CRAN for a 36 month period	Various	G	Yes	RFQ	204,800.00	Apr-24	Open advertised bidding is too costly to apply, given the value of the procurement. These are readily available items and being procured over a period of time.
11	Provision of postal services to CRAN	1	NCS	NA	EPE	184,390.00	As required	Identified public entity capable to provide the services.
12	Supply and delivery of stationery and office supplies to CRAN for a 36 month period .	Various	G	Yes	RFQ	176,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
13	Provision of delivery services to CRAN	Various	NCS	Yes	IQ	24,400.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
14	Supply and delivery of resource - and research materials	Various	G	NA	IQ	41,500.00	Jul-24	Open advertised bidding is too costly to apply, given the value of the procurement.
15	Goods - General Expenses	Various	G	No	IQ	100,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.

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16	Services - General Expenses	Various	NCS	No	IQ	244,996.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
17	Supply and delivery of small tools and accessories	Various	G	Yes	IQ	15,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
18	Provision of catering services to CRAN for 36 month period	Various	NCS	Yes	RFQ	209,500.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
19	Building repairs and maintenance	Various	W	Yes	RFQ	804,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
20	Provision of small services and related goods - General building expenses	Various	NCS	Yes	IQ	60,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
21	provision of job grading services	1	NCS	Yes	RFQ	100,000.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement.
22	Provision of psychometric assessment services	1	NCS	Yes	RFQ	100,000.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement.
23	Provision of Human Capital Services: Payroll	1	NCS	Yes	RFQ	100,000.00	Jul-24	Open advertised bidding is too costly to apply, given the value of the procurement.
24	Provision of consultancy services: Remuneration benchmarking	1	CS	NA	DP	100,000.00	Jul-24	Continuation of consultancy service
25	Provision of media - and advertising services	Various	NCS	Yes	DP	457,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
26	provision of corporate advertising services	Various	NCS	Yes	RFQ	300,000.00	As required	Advertisement in selected media publications.
27	Advertising in different publications - Feature articles	Various	NCS	Yes	RFQ	70,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
28	Supply and delivery of fire extinguishers	12	G	Yes	IQ	14,000.00	Apr-24	Open advertised bidding is too costly to apply, given the value of the procurement.
29	Provision of consultancy services: E-Waste Consumer Awareness Campaign	1	CS	NA	RFP	200,000.00	May-24	Not Applicable.
30	Provision of consultancy services: Type Approval Consumer Awareness Campaign	1	CS	NA	RFP	1,800,000.00	May-24	Not Applicable.
31	Provision of consultancy services: Legal & related services	Various	CS	NA	RFP	5,200,000.00	As required	Not Applicable.
32	Provision of consultancy services:QoS Drive Testing	1	CS	NA	RFP	2,000,000.00	Jun-24	
33	Project consultancy: Development of CRAN Emergency Response Framework	1	CS	NA	RFP	150,000.00	Jan-25	Continuation of services by current consultant.
34	Supply and delivery of corporate items	Various	G	Yes	RFQ	140,000.00	May-24	Open advertised bidding is too costly to apply, given the value of the procurement.
35	Setup of CRAN exhibitions stand at different events for a 36 months contract period	4	NCS	Yes	RFQ	150,000.00	May-24	Stand set-up to be done by the manufacturer.

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36	Provision of branding services to CRAN	Various	NCS	Yes	RFQ	100,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
37	Supply and delivery of IT equipment consumables & accessories	Various	G	Yes	IQ	62,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
38	Repair of IT equipment	Various	NCS	Yes	IQ	60,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
39	Provision of spectrum management services to CRAN	1	NCS	NA	DP	2,769,000.00	As required	Only one supplier has exclusive right to deliver services.
40	Subscriptions	Various	NCS	NA	DP	60,000.00	As required	Only one supplier has exclusive right to deliver services.
41	Renewal of software licenses	Various	NCS	NA	RFQ	2,545,500.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
42	Supply and delivery of IT hardware & software	Various	G	No	RFQ	2,598,700.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement; these goods are readily available (off-the-shelf).
43	Supply and delivery of IT office equipment	Various	G	No	RFQ	61,600.00	Jul-24	Open advertised bidding is too costly to apply, given the value of the procurement.
44	Vehicle repairs and maintenance	Various	NCS	Yes	RFQ	140,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
45	Supply and delivery of cleaning materials for a 36 months period	Various	G	Yes	RFQ	50,000.00	As required	Open advertised bidding is too costly to apply, given the value of the procurement.
46	Storage of CRAN exhibition stand	1	NCS	NA	DP	20,000.00	Apr-24	Continuation of services for storage of stand.
47	Developing and printing of integrated annual report and calendars (desk and tent) for a 3-year contract period	1	NCS	Yes	ONB	1,500,000.00	Jul-24	Not Applicable
48	Supply, delivery and commissioning of spectrum equipment	1	G	NA	DP	11,890,000.00	Jun-24	Compatibility of equipment with current infrastructure and systems
49	Supply and delivery of furniture, fittings and office equipment	Various	G	Yes	RFQ	730,000.00	Jul-24	Open advertised bidding is too costly to apply, given the value of the procurement.
50	Production and printing of CRAN Integrated Annual Report 2023/24 and calendars for 2025	1	NCS	No	DP	585,000.00	May-24	Extension of the scope of work
51	Lease of multifunction printers to CRAN for a period of 36 months	1	NCS	Yes	ONB	2,370,000.00	Jul-24	Not applicable
52	Provision of SAGE X3 ERP System support services to CRAN by BluDot Namibia (Pty) Ltd.	1	NCS	NA	DP	234,000.00	May-24	Continuation of services by current service provider.
53	Provision of cleaning services to CRAN for a 36 month period	1	NCS	Yes	ONB	1,100,000.00	Aug-24	Not Applicable
54	Provision of security services to CRAN for a 36 month period	1	NCS	Yes	ONB	135,048.00	Sep-24	Not Applicable

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55	Consultancy services for the technical support and related services to the Economics Department of CRAN for a period of three years.	1	CS	Yes	RFP	1,500,000.00	Aug-24	Not Applicable
56	Renewal of SAGE 300 People subscription for a 36 month period	1	NCS	No	RFQ	360,000.00	Jul-24	Open advertised bidding is too costly to apply, given the value of the procurement.
57	Provision of consultancy services to define and develop the CRAN Emergency Response Plan	1	CS	Yes	DP	150,000.00	Jun-24	Not applicable
58	Provision of media monitoring services to CRAN for 24 months period.	1	NCS	Yes	RFQ	415,800.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement.
59	Provision of architecture services for the planning, architectural - and engineering desing and cost estimate for the construction of the CRAN HQ building	1	CS	Yes	RFP	750,000.00	Jun-24	Not applicable
60	Provision of records management assessment services to CRAN	1	CS	Yes	RFP	200,000.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement.
61	Provision of transcription services to CRAN for a period of three years	1	NCS	Yes	RFQ	180,000.00	Jun-24	Open advertised bidding is too costly to apply, given the value of the procurement.
62	Development and deployment of sharepoint solutions for electronic procurement management system and strategy development, monitoring and evaluation system	1	CS	NA	RFP	550,000.00	Jul-24	Not applicable
						45,264,234.00		
Approved - Accounting Officer (Name): Mrs. Emilia Nghikembua							Date: 12/2/24	

