

ELECTRICITY CONTROL BOARD

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P.O. Box 2923 Windhoek Namibia

ECB House, 35 Dr. Theo-Ben Gurirab Street

Inquiries: Ester Hamukwaya

REF: 5/5/1.

14 March 2025

Mr. Phineas Nsundano
Acting Director: Professionalization & Capacity Strengthening
Procurement Policy Unit
Ministry of Finance
Private Bag 13259
WINDHOEK
Namibia

Dear Mr. Nsundano

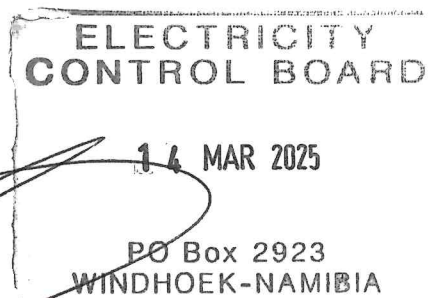
RE: ELECTRICITY CONTROL BOARD (ECB) ANNUAL PROCUREMENT PLAN FOR THE 2025/2026 FINANCIAL YEAR

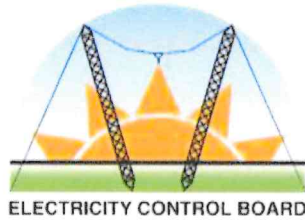
Please find the ECB's annual procurement plan for the 2025-2026 financial year for your record.

Should you have any queries, please contact us at Tel: 061 374 300, or email: ehamukwaya@ecb.org.na.

Yours sincerely


Robert N. Kahimise
Chief Executive Officer





Submission to the Procurement Committee (PC)

To: Mr. Johann Malan (Chairperson)
Mr. Pinehas Mutota (Deputy Chairperson)
Mr. Petrus Johannes (Alternate Deputy Chairperson)
Ms. Rachel Boois (Financial advisor)
Ms. Latunga Amadhila (Member)

CC: Chief Executive Officer (CEO)

From: Procurement Management Unit (PMU)
Date: 05 March 2025

SUBJECT: SUBMISSION FOR RECOMMENDATION TO THE CEO TO APPROVE THE ELECTRICITY CONTROL BOARD (ECB) ANNUAL PROCUREMENT PLAN (APP) FOR THE 2025/2026 FINANCIAL YEAR

1. OBJECTIVE

Submission to the Procurement Committee (PC) to recommend the ECB's APP for the 2025/26 financial year to the Chief Executive Officer.

2. INTRODUCTION

As per section 25 of Act No. 15 of 2015, the ECB must compile an APP, and submit it to the Procurement Policy Unit at least three months before the commencement of each financial year.

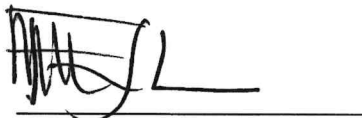
3. DISCUSSIONS

Given the above, The PMU has prepared the APP for recommendation to the CEO. Please refer to Annexure A.

4. RECOMMENDATION

To seek the PC's recommendation of the APP for the 2025/2026 financial year to the CEO for approval.

PROCUREMENT MANAGEMENT UNIT (PMU)

A handwritten signature in black ink, appearing to read 'MK', is written over a horizontal line.

Melissa Kahimise

Head of PMU

5. ANNEXURE A


- ECB's annual procurement plan for the 2025/2026 financial year

SUBMISSION FOR RECOMMENDATION OF THE ELECTRICITY CONTROL BOARD ANNUAL PROCUREMENT PLAN FOR THE 2025/2026 FINANCIAL YEAR TO THE CEO FOR APPROVAL.




Johann Malan
Manager: Legal Affairs

Recommended / ~~Not Recommended~~



Rachel Boois
Executive: Finance & Corporate Services

Recommended / ~~Not Recommended~~



Pinehas Mutota
Executive: Economic & Market Regulation

Recommended / ~~Not Recommended~~

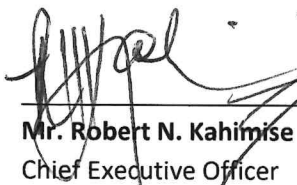


Petrus Johannes
Executive: Technical Regulation

Recommended / ~~Not Recommended~~

Comments:

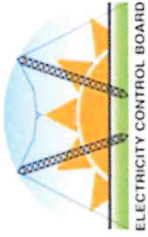
6. APPROVAL BY THE CHIEF EXECUTIVE OFFICER



Mr. Robert N. Kahimise
Chief Executive Officer

Approved / ~~Not Approved~~

Comments:




Name of Public Entity: ELECTRICITY CONTROL BOARD

Financial Period: 2025/2026

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 (N\$)	Scheduled Date for Invitation of Bids	Reason for deviating from the default method (where applicable)
1	Supply and delivery of Office stationaries to the ECB for a period of 36 months	Various	G	Yes	RFQ	138,271	31/05/2025	It is too costly to apply ONB, given the value of Procurement
2	Catering services to the ECB for a period of 36 months	Various	G	Yes	ONB	363,271	31/05/2025	Not Applicable
3	Hiring of venue for ECB events (workshops & meetings) for a period of 36 months	Various	NCS	Yes	ONB	2,463,525	31/06/2025	Not Applicable
4	Hiring of facilitator, venue and catering services for the ECB team building and end year function	Various	NCS	Yes	RB	350,000	31/09/2025	It is too costly to apply ONB, given the value of Procurement
5	Supply and delivery of educational materials for donation to schools for a period of 36 months	Various	NCS	Yes	RFQ	261,500	31/05/2025	It is too costly to apply ONB, given the value of Procurement
6	Internal Audit Services to the ECB for a period of 36 months	1	CS	Yes	RFP	610,631	31/05/2025	Not Applicable
7	External Audit Services to the ECB for a period of 36 months	1	CS	Yes	RFP	381,214	31/05/2025	Not Applicable
8	Review and opinion on tax treatment of earnings and fringe benefits	3	CS	Yes	RFP	70,000	31/08/2025	Not Applicable
9	Annual Building revaluation for the ECB	1	CS	Yes	RFQ	15,000	31/07/2025	It is too costly to apply ONB, given the value of Procurement
10	Psychometric tests and Job grading services for ECB for a period of 36 months	Various	CS	Yes	RFP	105,000	31/05/2025	Not Applicable
11	Implementation of the Business Process Review findings and Automation	Various	CS	Yes	RFP	250,000	31/05/2025	Not Applicable
12	Consultation for ECB on the Tariff Review Related Matters and MSB related issues	Various	CS	Yes	RFP	240,000	31/05/2025	Not Applicable
13	Consultation for ECB on the Technical Regulation matters	Various	CS	Yes	RFP	251,136	31/05/2025	Not Applicable
14	Consultation for ECB on Licensing impact assessments: Storage licenses and legal fees	Various	CS	Yes	RFP	460,000	31/05/2025	Not Applicable
15	Development of National Electricity Safety Campaign Framework	1	CS	Yes	RFP	200,000	31/05/2025	Not Applicable
16	Supply and delivery of Computer sundry expenses, Fortinet 3 year support, Network Upgrade,	Various	G	Yes	RFQ	198,000	31/05/2025	It is too costly to apply ONB, given the value of Procurement
17	Supply and delivery of Computer Equipments (Laptops, Backup Server & Dell Power Edge hardwares) to the ECB for a period of 36 months	Various	G	Yes	ONB	714,672	31/05/2025	Not Applicable

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)
18	Supply and delivery of Office Furnitures to the ECB for a period of 36 months	Various	G	Yes	RFQ	117,986	31/05/2025	It is too costly to apply ONB, given the value of Procurement
19	Supply and delivery of Office Equipments to the ECB for a period of 36 months	Various	G	Yes	RFQ	33,258	31/05/2025	It is too costly to apply ONB, given the value of Procurement
20	Supply and delivery of purified water to the ECB	Various	G	Yes	IQ	12,612	31/05/2025	It is too costly to apply ONB, given the value of Procurement
21	Supply and delivery of Cutlery / crockery to the ECB	Various	G	Yes	IQ	5,000	31/05/2025	It is too costly to apply ONB, given the value of Procurement
22	Design and layout and Printing of various leaflets and documents for the ECB for a period of 36 months.	Various	G	Yes	RFQ	247,964	31/06/2025	It is too costly to apply ONB, given the value of Procurement
23	Supply of motor vehicle fittings (tyres, wipers, wheelbalancing and brekpad for ECB vehicles for a period of 36 months	Various	NCS	Yes	ONB	234,921	31/05/2025	Not Applicable
24	Provide electrical services to ECB for a period of 36 months	Various	W	Yes	RFQ	59,049	31/05/2025	It is too costly to apply ONB, given the value of Procurement
25	Yearly servicing of Fire extinguishers, and smoke detectors- at ECB for a period of 36 months	Various	W	Yes	ONB	6,086	31/05/2025	Not Applicable
26	Provide general exterior and interior building maintenance services to ECB for a period of 36 months	Various	W	Yes	ONB	821,576	31/05/2025	Not Applicable
27	Provide Plumbing services to ECB for a period of 36 months	Various	W	Yes	ONB	225,000	31/05/2025	Not Applicable
28	Supply and installation of car shadenets to the ECB	3	W	Yes	RFQ	50,244	31/05/2025	It is too costly to apply ONB, given the value of Procurement
29	Supply and installation of blinds to the ECB when required	3	W	Yes	RFQ	66,283	31/05/2025	It is too costly to apply ONB, given the value of Procurement
30	Maintenance on roof leakage blinds to the ECB when required	Various	W	Yes	RFQ	6,725	31/05/2025	It is too costly to apply ONB, given the value of Procurement
31	Supply and installation of LED bulbs and fittings at the ECB when required	Various	W	Yes	RFQ	75,000	31/05/2025	It is too costly to apply ONB, given the value of Procurement
32	Supply branding Magnets for rented buses for a period of 36 months and branding of ECB logos to all x4 ECB vehicles	Various	NCS	Yes	RFQ	10,000	31/05/2025	It is too costly to apply ONB, given the value of Procurement
33	Development of new ISBP for 2027-2032 Financial period	1	CS	No	RFP	1,470,000	31/04/2025	Not Applicable
34	Development, design, layout and printing of Integrated Annual Reporting	1	CS	No	RFP	1,000,000	31/04/2025	Not Applicable
35	Conduct a structured External Stakeholder and Perception Survey	1	CS	No	RFP	500,000	31/05/2025	Not Applicable
36	Development of NERA Transformation Blue Print	1	CS	No	RFP	500,000	31/05/2025	Not Applicable
37	Implementation of Digital transformation Strategy: Phase 2	1	CS	No	RFP	2,700,000	31/05/2025	Not Applicable
38	Implementation of Business Process Review and Automation: Phase 4	1	CS	No	RFP	250,000	31/05/2025	Not Applicable
39	Determine Funding Method for Petroleum and gas functions	1	CS	No	RFP	500,000	31/05/2025	Not Applicable
40	Development of the MSB Market Surveillance tools	1	CS	No	RFP	150,000	31/05/2025	Not Applicable

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)
41	Implementation of off-grid Regulation	1	CS	No	RFP	500,000	31/05/2025	Not Applicable
42	Development of Decarbonisation Strategy	1	CS	No	RFP	500,000	31/05/2025	Not Applicable
43	Supply and delivery of Board pack software	1	NCS	No	RFQ	200,000	31/05/2025	Not Applicable
44	Supply and delivery of Promotional items and branding of promotional items to the ECB for a period of 36 months	Various	G	Yes	ONB	83,600	31/05/2025	Not Applicable
Recommended - Head of PMU : M. Kahimise				Signature: 				
Recommended - Executive Finance and Corporate Services : RN Boois				Signature: _____				
Approved - Accounting Officer : RN Kahimise				Signature: _____				