



ANNUAL PROCUREMENT PLAN 2023
PROCUREMENT OF GOODS

#	Agency Name	Procurement Name	Procurement Method (ICB, NCB, Shopping, Direct, If Other (Specify))	Planned Date		
				Invitation for Bids	Bid Opening	Contract Award
1	Ministry of Tourism	Ipad Mini	NCB	2/19/2023	2/28/2023	3/9/2023
2	Ministry of Tourism	GPS (Handheld survey graded)	NCB	1/22/2023	1/24/2023	1/26/2023
3	Ministry of Tourism	HR Phone	Shopping	1/22/2023	1/24/2023	1/26/2023
4	Ministry of Tourism	HR Sim	Shopping	2/12/2023	2/15/2023	2/16/2022
5	Ministry of Tourism	First Aid Kit (2 Kits)	Shopping	Stock Items will be purchased once in every 3 months	-	-
6	Ministry of Tourism	A4 Paper Ream	Shopping	Stock Items will be purchased once in every 3 months	-	-
7	Ministry of Tourism	Certificate Paper 250gsm A3 & A4	Shopping	Stock Items will be purchased once in every 3 months	-	-
8	Ministry of Tourism	HP toner/cartridge 5A (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
9	Ministry of Tourism	HP toner/cartridge 130A (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
10	Ministry of Tourism	HP toner/cartridge 130A (Cyan)	Shopping	Stock Items will be purchased once in every 3 months	-	-
11	Ministry of Tourism	HP toner/cartridge 130A (Magenta)	Shopping	Stock Items will be purchased once in every 3 months	-	-
12	Ministry of Tourism	HP toner/cartridge 130A (Yellow)	Shopping	Stock Items will be purchased once in every 3 months	-	-
13	Ministry of Tourism	Canon toner/cartridge NPG-51 (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
14	Ministry of Tourism	Canon toner/cartridge 331 (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
15	Ministry of Tourism	Canon toner/cartridge 331 (Cyan)	Shopping	Stock Items will be purchased once in every 3 months	-	-
16	Ministry of Tourism	Canon toner/cartridge 331 (Magenta)	Shopping	Stock Items will be purchased once in every 3 months	-	-
17	Ministry of Tourism	Canon toner/cartridge 331 (Yellow)	Shopping	Stock Items will be purchased once in every 3 months	-	-
18	Ministry of Tourism	Canon toner/cartridge CLI-42 (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
19	Ministry of Tourism	Canon toner/cartridge CLI-42 (Cyan)	Shopping	Stock Items will be purchased once in every 3 months	-	-
20	Ministry of Tourism	Canon toner/cartridge CLI-42 (Magenta)	Shopping	Stock Items will be purchased once in every 3 months	-	-

21	Ministry of Tourism	Canon toner/cartridge CLI-42 (Yellow)	Shopping	Stock Items will be purchased once in every 3 months	-	-
22	Ministry of Tourism	Canon toner/cartridge CLI-42 (Photo Cyan)	Shopping	Stock Items will be purchased once in every 3 months	-	-
23	Ministry of Tourism	Canon toner/cartridge CLI-42 (Photo Magenta)	Shopping	Stock Items will be purchased once in every 3 months	-	-
24	Ministry of Tourism	Canon toner/cartridge CLI-42 (Grey)	Shopping	Stock Items will be purchased once in every 3 months	-	-
25	Ministry of Tourism	Canon toner/cartridge CLI-42 (Light Grey)	Shopping	Stock Items will be purchased once in every 3 months	-	-
26	Ministry of Tourism	Toshiba toner/cartridge T-3008P	Shopping	Stock Items will be purchased once in every 3 months	-	-
27	Ministry of Tourism	HP laserjet toner/cartridge 203A (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
28	Ministry of Tourism	HP laserjet toner/cartridge 203A (Cyan)	Shopping	Stock Items will be purchased once in every 3 months	-	-
29	Ministry of Tourism	HP laserjet toner/cartridge 203A (Magenta)	Shopping	Stock Items will be purchased once in every 3 months	-	-
30	Ministry of Tourism	HP laserjet toner/cartridge 203A (Yellow)	Shopping	Stock Items will be purchased once in every 3 months	-	-
31	Ministry of Tourism	HP laserjet toner/cartridge 12A (Black)	Shopping	Stock Items will be purchased once in every 3 months	-	-
32	Ministry of Tourism	Box File 3"	Shopping	Stock Items will be purchased once in every 3 months	-	-
33	Ministry of Tourism	Box File 2"	Shopping	Stock Items will be purchased once in every 3 months	-	-
34	Ministry of Tourism	Clear folder	Shopping	Stock Items will be purchased once in every 3 months	-	-
35	Ministry of Tourism	Puncher	Shopping	Stock Items will be purchased once in every 3 months	-	-
36	Ministry of Tourism	Stamp Pad	Shopping	Stock Items will be purchased once in every 3 months	-	-
37	Ministry of Tourism	Black Pen Cello	Shopping	Stock Items will be purchased once in every 3 months	-	-
38	Ministry of Tourism	Blue Pen Cello	Shopping	Stock Items will be purchased once in every 3 months	-	-
39	Ministry of Tourism	Signing Pen Blue	Shopping	Stock Items will be purchased once in every 3 months	-	-
40	Ministry of Tourism	Pencil	Shopping	Stock Items will be purchased once in every 3 months	-	-
41	Ministry of Tourism	Highlighter	Shopping	Stock Items will be purchased once in every 3 months	-	-
42	Ministry of Tourism	A5 Notebook (Leather)	Shopping	Stock Items will be purchased once in every 3 months	-	-
43	Ministry of Tourism	Binder clip 19mm	Shopping	Stock Items will be purchased once in every 3 months	-	-
44	Ministry of Tourism	Binder clip 32mm	Shopping	Stock Items will be purchased once in every 3 months	-	-
45	Ministry of Tourism	Envelope A4	Shopping	Stock Items will be purchased once in every 3 months	-	-

46	Ministry of Tourism	Envelope (Letter size) 9" x 4"	Shopping	Stock Items will be purchased once in every 3 months	-	-
47	Ministry of Tourism	Paper Clip 28mm	Shopping	Stock Items will be purchased once in every 3 months	-	-
48	Ministry of Tourism	Paper Clip 50mm	Shopping	Stock Items will be purchased once in every 3 months	-	-
49	Ministry of Tourism	Stamp Pad Ink	Shopping	Stock Items will be purchased once in every 3 months	-	-
50	Ministry of Tourism	Glue Stick	Shopping	Stock Items will be purchased once in every 3 months	-	-
51	Ministry of Tourism	Document Table Tray	Shopping	Stock Items will be purchased once in every 3 months	-	-
52	Ministry of Tourism	AAA battery	Shopping	Stock Items will be purchased once in every 3 months	-	-
53	Ministry of Tourism	AA Battery	Shopping	Stock Items will be purchased once in every 3 months	-	-
54	Ministry of Tourism	CD / Writable DVD	Shopping	Stock Items will be purchased once in every 3 months	-	-
55	Ministry of Tourism	Extension board	Shopping	Stock Items will be purchased once in every 3 months	-	-
56	Ministry of Tourism	Air freshner / Room spray / Air revatilisier with oil	Shopping	Stock Items will be purchased once in every 3 months	-	-
57	Ministry of Tourism	Insect (killer) spray	Shopping	Stock Items will be purchased once in every 3 months	-	-
58	Ministry of Tourism	Tissue box	Shopping	Stock Items will be purchased once in every 3 months	-	-
59	Ministry of Tourism	Servitte tissue packet	Shopping	Stock Items will be purchased once in every 3 months	-	-
60	Ministry of Tourism	Toilet tissue paper rolls	Shopping	Stock Items will be purchased once in every 3 months	-	-
61	Ministry of Tourism	Hand Wash 500/400/350ml	Shopping	Stock Items will be purchased once in every 3 months	-	-
62	Ministry of Tourism	Dish washing liquid 500ml/1L	Shopping	Stock Items will be purchased once in every 3 months	-	-
63	Ministry of Tourism	Sponge	Shopping	Stock Items will be purchased once in every 3 months	-	-
64	Ministry of Tourism	Dustbin bag - red (1 x 100)	Shopping	Stock Items will be purchased once in every 3 months	-	-
65	Ministry of Tourism	Dustbin bag - black (1 x 100)	Shopping	Stock Items will be purchased once in every 3 months	-	-
66	Ministry of Tourism	Toilet cleaner 500ml/1L	Shopping	Stock Items will be purchased once in every 3 months	-	-
67	Ministry of Tourism	Bleach 500ml	Shopping	Stock Items will be purchased once in every 3 months	-	-
68	Ministry of Tourism	Dettol 500ml	Shopping	Stock Items will be purchased once in every 3 months	-	-
69	Ministry of Tourism	Plates and cutleries	Shopping	Stock Items will be purchased once in every 3 months	-	-
70	Ministry of Tourism	Coffee (Capsule 1 x 100)	Shopping	Stock Items will be purchased once in every 3 months	-	-

71	Ministry of Tourism	Chocolate Powder	Shopping	Stock Items will be purchased once in every 3 months	-	-
72	Ministry of Tourism	Milk powder	Shopping	Stock Items will be purchased once in every 3 months	-	-
73	Ministry of Tourism	Sugar packet	Shopping	Stock Items will be purchased once in every 3 months	-	-
74	Ministry of Tourism	Dilma tea box	Shopping	3/5/2023	3/15/2023	3/26/2023
75	Ministry of Tourism	Souvenirs	NCB	Stock Items will be purchased once in every 3 months	-	-
76	Ministry of Tourism	Refrigerator	Shopping	Stock Items will be purchased once in every 3 months	-	-
77	Ministry of Tourism	Nestea	Shopping	Stock Items will be purchased once in every 3 months	-	-
78	Ministry of Tourism	Clip Board	Shopping	Stock Items will be purchased once in every 3 months	-	-
79	Ministry of Tourism	Sanitizer	Shopping	1/22/2023	1/24/2023	1/26/2023
80	Ministry of Tourism	Water Purifier	Shopping	1/22/2023	1/24/2023	1/26/2023
81	Ministry of Tourism	Filing Cabinet	Shopping	1/15/2023	1/24/2023	2/6/2023
82	Ministry of Tourism	Computer System	NCB	2/19/2023	2/28/2023	3/9/2023
83	Ministry of Tourism	Server Upgrade (Hard disk, Blade Unit)	NCB	1/15/2023	1/24/2023	2/6/2023
84	Ministry of Tourism	Video Conferencing System	NCB	2/19/2023	2/28/2023	3/9/2023
85	Ministry of Tourism	Laser Color Printer Photocopy	NCB	5/4/2023	5/15/2023	5/23/2023
86	Ministry of Tourism	UPS 1200 KV	NCB	1/15/2023	1/24/2023	2/6/2023
87	Ministry of Tourism	Scanner	NCB	-	-	-