



ALL ACHIEVERS
PLATFORM INVESTMENT



PUBLIC PROCUREMENT IMPLEMENTATION BENCHMARK SUMMIT

Date: 2 - 4 November 2022

**Swakopmund Hotel and
Entertainment Centre**

The aim of the summit is to facilitate a platform amongst Public Entities (Offices, Ministries, Agencies, SOEs, Local Authorities) to compare the practical implementation of the Public Procurement Act, 15 of 2015, Public Procurement Regulations and respective Directives issued by the Minister of Finance on public procurement administration, to share and learn from other industry professionals and improve current and future public procurement administration.

Mr. Frederico Links
Public Procurement role(s):
Lead Researcher on the Procurement Tracker
Namibia
Institute for Public Policy Research (IPPR)



Who should attend, public procurement role-players:

Procurement Management Unit, Bid Evaluation Committee, Procurement Management Unit, Finance, Head of Departments and Internal Auditors

Note:

-Cost includes three (3) days summit session presentations, stationery, meals and certificate of attendance.

-Payment or Purchase Order secures participation

Ms. Rebecca Haiping
Public Procurement roles:
-2x Procurement Manager
-Procurement Specialist: Goods and Services
-Procurement Focal Point



Mr. Immanuel Kambinda
Public Procurement roles:
-Procurement Specialist: Works
-Acting Executive Public Procurement Management
-Civil Engineer



N\$7500.00
per
participant
VAT Inclusive

3
days

Date: 2 - 4 November 2022

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REGISTRATION FORM

PUBLIC PROCUREMENT IMPLEMENTATION BENCHMARK SUMMIT

Organization Information

Name of Office/Ministry/Agency/SOE/Company _____

Physical address: _____

Email address: _____

Town/City: _____

Telephone / mobile: _____

Participant(s) Information

1. Name: _____

Position: _____

Email: _____ Contact #: _____

2. Name: _____

Position: _____

Email: _____ Contact #: _____

3. Name: _____

Position: _____

Email: _____ Contact #: _____

4. Name: _____

Position: _____

Email: _____ Contact #: _____

5. Name: _____

Position: _____

Email: _____ Contact #: _____

Total number: _____ x N\$7500.00 = _____

Payment method: Purchase Order & invoice / Invoice without Purchase Order

Payment terms: within thirty (30) days from date of invoice if not, please specify _____

Account details:

Account name: All Achievers' Platform Investment CC
Account type: Gold Business, Account number: 62265178816
Branch code: 282273, Swift/BIC Code: FIRNNANX

For registration email this form with proof of payment or purchase order to:
allachieversplatform@gmail.com
Enquiries contact: +264 855447700



All Achievers Platform Investment Terms and Conditions

How to Register

Registration is by completing the registration form and email it to allachieversplatform@gmail.com.

Payment

Purchase orders from public institutions are accepted.

Payment or purchase order secures registration. Registration form(s) should be submitted with payment or purchase order, or an indication to submit upon completion of due processes.

Cancellation and Substitutions

Cancellations must be done in writing via email to allachieversplatform@gmail.com.

Cancellations received within 24 hours of summit date do not entitle the cancelling delegate to any refund or credit note and the full fee must be paid. Substitutions from the same company are accepted.

Nonattendance without written cancellation, is treated as a cancellation with no entitlement to any refund or credit.

If the company cancels an event, delegate payments will be credited to the company's event (such credit is available for up to one year from the date of cancellation).

If the company postpones an event, delegate payments at the postponement date will be credited towards the rescheduled event. If the delegate is unable to attend the rescheduled event, the delegate will receive a full credit of amounts paid up to the date of postponement which may only be redeemed against the cost of any future company event (and such credit will be available for one year from the date of postponement).

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Speaker Changes

Occasionally it is necessary for reasons beyond our control to alter the content and timing of the program or the identity of the speakers.

**DAY 1:
2 NOVEMBER 2022**

- 08:30** Registrations of participants
- 09:00** Welcoming remarks
- 09:30** Mr. Frederico Links
Lead researcher on the Procurement Tracker Namibia
- Topic:** Latest findings on the implementation of the Public Procurement Act, 15 of 2015, Public Procurement Regulations and Directives.
- 11:00** Morning tea break
- 11:30** How the Public Procurement Act, 15 of 2015 amendments will improve public procurement efficiency
- 13:00** Lunch break
- 14:00** Ms. Rebecca Haipinge,
Procurement Manager, at NIP.
- Topic:** Public procurement process flow, timelines, and highlight on PMU process flow dependency on other departments in the organization.
- Topic:** Practical verification of standard templates issued for the implementation of Public Procurement Act, 15 of 2015, Public Procurement Regulations and Directives.
- 17:00** End of day 1

**DAY 2:
3 NOVEMBER 2022**

- 08:30** Registrations of participants
- 09:00** Recap of day 1
- 10:00** Mr. Immanuel Kambinda,
Acting Executive Public Procurement and Procurement Specialist for Works at CPBN
- Topic:** Anatomy of the Standard Bidding Document for Works
- 11:00** Morning tea break
- 11:30** Working session on the practical drafting of a works standard bidding document issued by the Procurement Management Unit.
- 13:00** Lunch break
- 14:00** Continuation, working session on the practical drafting of a works standard bidding document issued by the Procurement Management Unit.
- 16:00** Q & A session on practical implementation at various public entities
- 17:00** End of day 2

**DAY 3:
4 NOVEMBER 2022**

- 08:30** Registrations of participants
- 09:00** Recap of day 2
- 10:00** Ms. Rebecca Haipinge,
Procurement Manager, at NIP.
- Topic:** Anatomy of the Standard Bidding Document for Goods
- 11:00** Morning tea break
- 11:30** Working session on the practical drafting of a goods standard bidding document issued by the Procurement Management Unit.
- 13:00** Lunch break
- 14:00** Continuation, working session on the practical drafting of a goods standard bidding document issued by the Procurement Management Unit.
- 16:00** Q & A session on practical implementation at various public entities
- 17:00** End of day 3