

ANNUAL PROCUREMENT PLAN 2023/24 FINANCIAL YEAR

Prepared in terms of paragraph 1,5 - Annual Procurement Plan of the Public Procurement Guidelines issued under Section 7(1) (h) of the Public Procurement Act, 2015 (act no. 15 of 2015)

Item Number	Item Description	Quantity	Procurement Method	Estimated Value	
GOODS					
1	Supply and Deliver of Stationary	various	Request for Sealed Quotations	25,000.00	AS requested
2	Supply and delivery of Promotional Items	various	Request for Sealed Quotations	250,000.00	AS requested
3	Diamond Handling Tools (colorimeter f-1000 (color machine)Hand loops, Tweezers,Color cards, Head loops, Sorting bench paper, Laser printer labels)	various	Request for Sealed Quotations	1,000,000.00	AS requested
4	Office equipment	Various	Request for Sealed Quotations	60,000.00	AS requested
5	Health & Safety gear & equipment (Bullet Proof Vests;Security Information Signs for main entrance and inside,Torches, Reflective Vests Branded, Hand Cuffs, Visual and endoscope search kits, Health & Safety Information signs,Hand Gun Holsters)	various	Request for Sealed Quotations	158,000.00	AS requested
6	Laptops (DELL)	10	Request for Sealed Quotations	300,000.00	AS requested
7	iPads	6	Request for Sealed Quotations	120,000.00	AS requested
8	IT Equipments		Request for Sealed Quotations	60,000.00	AS requested
9	Printer Cartridges	80	Request for Sealed Quotations	85,000.00	AS requested
			TOTAL	1,493,000.00	
CONSULTANCY SERVICES					
10	Construction on the adjacent erf next to the headquarters	1	Open Advertised Bidding	25,000,000.00	
11	AFS Compiler	1	Request for Proposals	200,000.00	Every 3 years
12	Accounting services support systems	1	Direct Procurement	100,000.00	As requested
14	Recruitment Services	6	Request for Sealed Quotations	480,000.00	As requested
15	Benchmark of business model	1	Direct Procurement	60,000.00	As requested
16	External Auditors	1	Request for Proposals	600,000.00	As requested
17	Team Building	1	Request for Sealed Quotations	400,000.00	As requested
18	Sports club	4	Request for Sealed Quotations	200,000.00	As requested
19	Staff Welfare	1	Request for Sealed Quotations	420,000.00	As requested
21	Trainings	23	Request for Sealed Quotations	1,857,961.90	As requested
22	Adverts	12	Direct Procurement	30,000.00	As requested
26	Compliance Specialist	1	Request for Proposals	250,000.00	As requested
27	Contract Management System	1	Request for Proposals	100,000.00	As requested
28	Business Continuity Consultant	1	Request for Proposals	100,000.00	As requested
29	Whistleblowing Tip-Off Line Hotline	1	Request for Proposals	100,000.00	As requested
30	TRAINING				

31	GIA /Oppenheimer diamond training	1	Direct Procurement	50,000,00	As requested
33	PA training	1	Direct Procurement	25,000,00	As requested
			TOTAL	5,837,961.90	
NON- CONSULTANCY SERVICES					
34	Internal Auditors	1	Request for Proposals	1,000,000.00	Every 3 years
35	Company Secretarial Services	1	Request for Proposals	200,000.00	Yearly
36	Year end Function	1	Request for Sealed Quotations	400,000.00	Yearly
38	Catering for meetings	8	Request for Sealed Quotations	8,000.00	AS requested
39	Server Infrastructure Upgrade	1	Request for Sealed Quotations	390,000,00	Once Off
40	Network Firewall Upgrade & replacements	2	Request for Sealed Quotations	140,000,00	Once Off
41	Network Aruba Switches Upgarde & Replacements	7	Request for Sealed Quotations	970,000,00	Once Off
42	Email Services - Exchange Online	1	Request for Sealed Quotations	183,000,00	Once Off
43	Penetration Testing	1	Request for Sealed Quotations	150,000,00	Yearly
44	Software Subscription and Licensing	8	Request for Sealed Quotations	300,000,00	Yearly
45	Board Room Multimedia Redesign	2	Request for Sealed Quotations	300,000,00	Once Off
33	Advertising Agency	1	Request for Sealed Quotations	1,000,000.00	As requested
46	Advertisements	Monthly	Request for Sealed Quotations	1,175,676.00	AS requested
47	Branding	Monthly	Request for Sealed Quotations	800,246.48	Yearly
48	Newspaper Adverts	Monthly	Request for Sealed Quotations	30,927.16	AS requested
49	Subscription Fees	Annually	Request for Sealed Quotations	1,697,808.35	Yearly
50	Travel & Accommodation (Foreign)	As requested	Request for Sealed Quotations	4,376,241.75	AS requested
51	Visa Fees	As requested	Request for Sealed Quotations	14,125.30	AS requested
SUBSCRIPTIONS					
52	Rapaport	Annually	Direct Procurement	20,000,00	Yearly
53	Diamond Loupe	Annually	Direct Procurement	25,000,00	Yearly
54	DiamondWorld.Net	Annually	Direct Procurement	20,000,00	Yearly
55	Diamond Digest	Annually	Direct Procurement	20,000,00	Yearly
56	Elsevier » Diamond and Related Materials	Annually	Direct Procurement	5,000,00	Yearly
57	Software Subscription and Licensing	Annually	Direct Procurement	300,000,00	Yearly
TRAVEL & ACCOMMODATION - LOCAL					
58	Local Diamond pipeline interface	Annually	Direct Procurement	3,000,00	As requested
60	Other stakeholders engagement	Annually	Request for Sealed Quotations	2,500,00	As requested
61	Annual CEO's clients visit	Annually	Direct Procurement	5,000,00	As requested
62	Introductory engagement -Diamond Exchanges	Annually	Direct Procurement	5,000,00	As requested
63	Diamond events and Expos	Annually	Direct Procurement	5,000,00	As requested
64	Annual stakeholders engagement	Annually	Request for Sealed Quotations	50,000,00	As requested
65	Annual CEO luncheon with Staff	Annually	Request for Sealed Quotations	25,000,00	As requested
66	Annual CEO and sightholders events	Annually	Request for Sealed Quotations	50,000,00	As requested
67	Annual Board and CEO's dinner	Annually	Direct Procurement	30,000,00	As requested
			TOTAL	10,703,025.04	

TOTAL EXPENDITURE

42,033,986.94

Accounting Officer:
Alisa Amupolo

