

ROADS AUTHORITY

EXECUTIVE SUMMARY OF BID EVALUATION REPORT

Supply and Delivery of Stationery

Procurement Reference No: G/RFQ/RA-01/2024

Established in terms of the Roads Authority Act, 1999 (Act 17 of 1999)

Board of Directors: Ms L. Brandt (Chairperson), Mr P. Muluti (Deputy Chairperson), Ms H. Amupolo, Mr T. Hamata, Mr G. Kadhlkwa, Mr P. Greeff, Dr. G. Tshoopara

Executive Summary of Bid Evaluation Report

Project Title: Request for Proposals – Supply and Delivery of Stationery

Reference Number of Procurement: G/RFQ/RA-01/2024

1. Scope of Contract: Supply and Delivery of Stationery
2. Procurement method used: Request for Sealed Quotation
3. Date of Invitation of Bids: 27 May 2025
4. Closing date for submission of bids: 04 June 2024
5. Date and place of opening of bids: 04 June 2024
6. Number of bids received by closing date: 9
7. Responsiveness of bids: 5
- 8.

| Bidder's Name | Pricing at bid Opening N\$ | Responsive (yes/No) | Reasons why bid is not responsive |
|----------------------------------|-----------------------------------|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Dera Investment Cc | | Yes | Lot 1 only, did not meet the specification |
| 2. Minuseins Trading Cc | | Yes | N/A |
| 3. Waltons Namibia | | Yes | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 4. Namib Office Supplies Cc | | Yes | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 5. Naneyo Investments Cc | | Yes | N/A |
| 6. Destiny Planner Investment Cc | | Yes | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 7. Qontrac Investment Cc | | Yes | N/A |
| 8. Windhoek Stationers | | Yes | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 9. HHG Trading Enterprises Cc | | Yes | N/A |

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9. Price Comparison for bids that are substantially responsive:

Table 1 below lists the bid prices received and the corrected price for each:

| Bidder No. | Name of Bidder/Supplier | Lot Number | Bid Amounts, including VAT | Corrected Bid Amounts, Including VAT (N\$) for comparison purposes |
|------------|----------------------------|--------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| 1. | Dera Investment Cc | Lot 1: Yes Lot 2: Yes Lot 4: Yes Lot 5: Yes | Lot 1: N\$ 23 909.46 Lot 2: N\$ 18 900.47 Lot 4: N\$ 75 282.25 Lot 5: N\$ 13 500.00 | Lot 1: N\$ 27,495.88 Lot 2: N\$ 21,735.54 Lot 4: N\$ 86,574.59 Lot 5: N\$ 15,525.00 |
| 2. | Minuseins Trading Cc | Lot 1: Yes Lot 2: Yes Lot 3: Yes Lot 4: Yes Lot 5: Yes | Lot 1: N\$ 29 888.55 Lot 2: N\$ 17 104.50 Lot 3: N\$ 59 493.00 Lot 4: N\$ 67 295.50 Lot 5: N\$ 12 959.70 | Lot 1: N\$ 34,371.83 Lot 2: N\$ 19,670.17 Lot 3: N\$ 68,416.95 Lot 4: N\$ 77,389.82 Lot 5: N\$ 14,903.66 |
| 5. | Naneyo Investments Cc | Lot 1: Yes Lot 2: Yes Lot 3: Yes Lot 4: Yes Lot 5: Yes | Lot 1: N\$ 20 482.21 Lot 2: N\$ 14 398.91 Lot 3: N\$ 40 693.60 Lot 4: N\$ 56 899.12 Lot 5: N\$ 13140.54 | Lot 1: N\$ 23,554.54 Lot 2: N\$ 16,558.75 Lot 3: N\$ 46,797.64 Lot 4: N\$ 65,433.99 Lot 5: N\$ 15,111.62 |
| 7. | Qontrac Investment Cc | Lot 1: Yes Lot 2: Yes Lot 3: Yes Lot 4: Yes Lot 5: Yes | Lot 1: N\$ 19 946.05 Lot 2: N\$ 18 261.00 Lot 3: N\$ 57 066.26 Lot 4: N\$ 59 681.61 Lot 5: N\$ 12 639.01 | Lot 1: N\$ 19 946.05 Lot 2: N\$ 18 261.00 Lot 3: N\$ 57 066.26 Lot 4: N\$ 59 681.61 Lot 5: N\$ 12 639.01 |
| 9. | HHG Trading Enterprises Cc | Lot 1: Yes Lot 2: Yes Lot 3: Yes Lot 4: Yes Lot 5: Yes | Lot 1: N\$ 32 453.00 Lot 2: N\$ 27 277.00 Lot 3: N\$ 63 452.00 Lot 4: N\$ 80 711.00 Lot 5: N\$ 8 900.00 | Lot 1: N\$ 37,320.95 Lot 2: N\$ 31,368.55 Lot 3: N\$ 72,969.80 Lot 4: N\$ 92,817.65 Lot 5: N\$ 10,235.00 |

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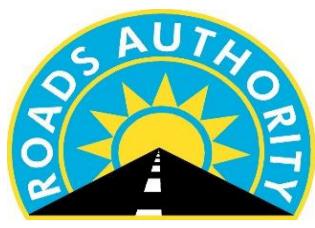
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Tabel 2. Unqualified Bidders

| No. of Bidders offer | Name and Address of the Seat the bidder | Reason why bid is not response |
|----------------------|-----------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Dera Investment Cc | Lot 1 did not meet the specification |
| 3. | Waltons Namibia | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 4. | Namib Office Supplies Cc | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 6. | Destiny Planner Investment Cc | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |
| 8. | Windhoek Stationers | Bidder did not meet the minimum requirement for the code of good practice. The procurement is strictly reserved for categories of bidders as outlined in section of code of good Practice. |

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SAFE ROADS TO PROSPERITY

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Augst 2024 Procurement Award

Section 55 (4) An accounting officer or the Chairperson of the Board where the Board is procuring on behalf of a public entity must, in the prescribed manner and form, notify -

- (a) the successful bidder of the selection of its bid for award; and
- (b) the other bidders, specifying the name and address of the successful bidder and the price of the contract, accompanied by the executive summary of the bid evaluation report.

July 2023 Award for the Roads Authority done under the Request for Sealed Quotation and Small value procurement method

| REF # | TITLE | AWARDED BIDDER | AWARDED AMOUNT (N\$) | REASON FOR CANCELLATION |
|-------------------|-------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| G/RFQ/RA-01/2024 | Supply and Delivery of Stationery | Qontrac Investment cc Naneyo Investments cc HHG Trading Enterprises cc | Lot 1: 19 946.05 Lot 4: 59 681.61 Lot 2: 14 398.91 Lot 3: 40 693.60 Lot 5: 10 132.65 | - |
| G/RFQ/RA-03/2024 | Supply and Delivery of Office Plants | Minuseins Trading cc | 29 780.00 | |
| G/RFQ/RA-04/2024 | Supply and Delivery of ICT Equipment | Office & Mailing Automation cc | 154 069.41 | |
| G/RFQ/RA-05/2024 | Supply and Delivery of ICT Ottomans for Walvis Bay NaTIS | Officeconomix cc | 68 100.07 | |
| G/IQ/RA-01/2024 | Supply and Delivery of Rubbish Bins | Minuseins Trading cc | 4 627.80 | |
| G/IQ/RA-02/2024 | Supply, Delivery and Maintenance of Water Dispensers , Bottle and Refills for NaTIS Western Region Office for a Period of 36 Months | Cancelled | - | Does not create or achieve the expected outcome. |
| NCS/IQ/RA-02/2024 | Provision of Underbody Coating Services | Paracaidas Investment cc | 14 000.00 | |
| NCS/IQ/RA-03/2024 | Servicing of Fire Extinguishers | Ohms Safety Group Fox Valley Security and Fire Guard Wethuroyal Engineering cc | Lot 1: 2 584.95 Lot 2: 4 496.50 Lot 3: 2 900.00 | |