

## **ROADS AUTHORITY**

### **EXECUTIVE SUMMARY OF BID EVALUATION REPORT**

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#### **Supply and Delivery of Stationery**

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

### 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

**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. Kadhikwa, Mr P. Greeff, Dr. G. Tshoopara

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.	Nanayo 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\$ 13 140.54	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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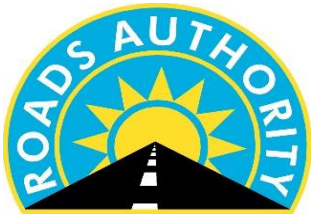
Board of Directors: Ms L. Brandt (Chairperson), Mr P. Mluti (Deputy Chairperson), Ms H. Amupolo, Mr T. Hamata, Mr G. Kadhikwa, Mr P. Greeff, Dr. G. Tshoopara

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	Lot 1: 19 946.05	-
		Naneyo Investments cc	Lot 4: 59 681.61	
			Lot 2: 14 398.91	
		HHG Trading Enterprises cc	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	Lot 1: 2 584.95	
		Fox Valley Security and Fire Guard	Lot 2: 4 496.50	
		Wethuroyal Engineering cc	Lot 3: 2 900.00	