



SAFE ROADS TO PROSPERITY

**EXPRESSION OF INTEREST:**  
**SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS**

**TERMS OF REFERENCE**

|                                        |                                                                                                |
|----------------------------------------|------------------------------------------------------------------------------------------------|
| <b>EOI Reference Number</b>            | EOI_ICT EQUIPMENT                                                                              |
| <b>Employer</b>                        | Roads Authority                                                                                |
| <b>Initial Deadline for Submission</b> | Thursday, 13 August 2026 at 11h00 am (local time)                                              |
| <b>Submission Address</b>              | Roads Authority Head Office, Ground Floor Bid Box, Windhoek                                    |
| <b>Validity of Pre-Approved List</b>   | Sixty (60) months, 01 September 2026 to 30 August 2031, subject to regular review and updating |

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## **PART A: RULES FOR SUBMISSION**

### **1.1. REGISTRATION AND INVITATION**

In accordance with the Public Procurement Act, 2015 (Act No. 15 of 2015), as amended, and Regulation 14 of the Public Procurement Regulations, the Roads Authority invites competent, qualified and compliant ICT equipment suppliers to express their interest for inclusion on a pre-approved supplier eligibility list.

The list will be used to identify eligible suppliers that may be invited to participate in future procurement processes for the supply and delivery of ICT equipment, peripherals, accessories and storage drives. Participation in this Expression of Interest does not constitute a contract award and does not guarantee an invitation or award under any future procurement process.

Interested suppliers must submit a duly completed application, a Company Profile and the supporting information specified in this document. The submission must demonstrate statutory compliance, relevant experience, manufacturer or authorized channel status, after-sales capability, financial capacity and ability to meet the Roads Authority's technical requirements.

### **1.2. EXPRESSION OF INTEREST TO PARTICIPATE**

Expressions of Interest are invited from established suppliers with proven experience in supplying ICT equipment and peripherals to organizations of similar size and complexity, particularly within the public sector or infrastructure-intensive environments.

Applicants may seek approval for one or more of the equipment categories listed below. Approval will be determined per category on the basis of the evidence submitted and verified:

- Laptops;
- Tablets / iPads;
- Desktops and Workstations;
- Monitors;
- Peripherals and Accessories;
- Storage Drives.

The Roads Authority may use the pre-approved list for requirements arising at its Head Office, regional offices and other locations stated in future procurement documents.

### **1.3. SUBMISSION REQUIREMENTS**

**Each submission must include the following:**

- a) A duly completed Expression of Interest Application Form (Form 1).
- b) A comprehensive Company Profile signed by an authorized signatory.
- c) A valid certified copy of the company Registration Certificate.
- d) An original valid NamRA Tax Good Standing Certificate.
- e) An original valid Social Security Commission Good Standing Certificate.
- f) A valid certified copy of an Affirmative Action Compliance Certificate; proof from the Employment Equity Commissioner that the applicant is not a relevant employer; or an exemption issued under section 42 of the Affirmative Action (Employment) Act, 1998, as applicable.

## EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

- g) A signed undertaking that the salaries and wages payable to personnel in connection with future contracts comply with the relevant laws and that the applicant will abide by sub-clause 6.8 of the General Conditions of Contract if awarded a contract or part thereof (Form 2).
- h) A board resolution, written authorization or Power of Attorney authorizing the signatory to bind the applicant.
- i) At least two (2) reference letters from organizations of similar size and complexity within the public sector or infrastructure-intensive environments. Each letter must state the quantities and monetary value of ICT equipment and peripherals supplied and provide the client's name, address and contact details for verification (Form 3).
- j) Product catalogues or datasheets for all offered products and proof of authorized reseller, distributor or manufacturer partnership, or equivalent after-sales support capability where applicable.
- k) The applicant's actual HP Business Partner Certificate, clearly displaying the Partner ID.
- l) Evidence of an established credit facility with an authorized HP distributor, or a formal letter from a recognized financial institution confirming available working capital of at least N\$1,000,000.00. The proof must clearly bear the applicant's name and the credit amount (Form 4).
- m) A fully completed Technical Compliance and Equipment Specification Schedule, with cross-references to supporting datasheets (Form 5).
- n) A clear indication of the equipment category or categories for which the applicant seeks approval.

No financial proposal or schedule of prices is required at this pre-qualification stage. Prices, quantities, delivery periods, final configurations and contract conditions will be requested under future procurement processes.

Prescribed forms may not be altered, except for the addition of clearly referenced supporting annexures. Handwritten entries must be made in black ink. Any correction must be made by striking through the incorrect entry, entering the correct information next to it and initialling the correction.

### 1.4. METHOD OF SUBMISSION

**Expressions of Interest must be submitted as follows:**

- One original hard copy must be delivered by hand in one sealed envelope and deposited in the tender box at the Roads Authority Head Office, Ground Floor, Corner of Mandume Ndemufayo Avenue and David Meroro Road, Southern Industrial Area, Windhoek.
- The envelope must be addressed to: The Procurement Management Unit, Roads Authority, Private Bag 12030, Windhoek.
- The envelope must be clearly marked: "EOI\_ICT EQUIPMENT - Expression of Interest: Pre-Qualification of Suppliers for the Supply and Delivery of ICT Equipment and Peripherals".
- The applicant's name and contact details must be clearly stated on the reverse side of the envelope.
- The Roads Authority will not be responsible for a submission that is misdirected, placed in the wrong tender box or delivered after the initial deadline for purposes of the initial evaluation.

### 1.5. INITIAL DEADLINE AND CONTINUING SUBMISSIONS

The initial deadline for submission of Expressions of Interest is **Thursday, 13 August 2026 at 11h00 am (local time), at the Roads Authority Head Office, Ground Floor Bid Box, Windhoek.** Submissions received after that deadline will not be considered in the initial evaluation.

## EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

In accordance with Regulation 14 of the Public Procurement Regulations, the pre-approved supplier eligibility list will remain open during its validity period of sixty (60) months, from 01 September 2026 to 30 August 2031. Eligible suppliers may submit applications after the initial deadline for consideration during a subsequent periodic review, provided that they meet the requirements in force at the time of review.

Applications received after the initial deadline may be evaluated periodically and considered for inclusion on the list. The Roads Authority may review and update the list and will notify an applicant of its inclusion on, or removal from, the list.

### 1.6. EXPENSES INCURRED BY THE APPLICANT

The Roads Authority will not be responsible for, or pay, any expense or loss incurred by an applicant in preparing and submitting its Expression of Interest, responding to clarifications, providing verification documents or otherwise participating in this process.

### 1.7. DEFINITIONS

| Term                                     | Meaning                                                                                                                                                                       |
|------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| "Applicant" or "Supplier"                | a business enterprise or legal entity submitting an Expression of Interest for possible inclusion on the pre-approved supplier eligibility list.                              |
| "Pre-Approved Supplier Eligibility List" | the list of ICT equipment suppliers assessed and approved by the Roads Authority as meeting the minimum requirements for possible invitation to future procurement processes. |
| "ICT Equipment"                          | the laptops, tablets, desktops, workstations, monitors, peripherals, accessories and storage drives described in this document.                                               |
| "HP Business Partner"                    | an applicant whose current partnership status is evidenced by an actual HP Business Partner Certificate displaying its Partner ID.                                            |

### 1.8. SIGNING OF SUBMISSION

The application must be signed by a person duly authorized to sign on behalf of the applicant and to bind the entity in relation to this submission.

The applicant must submit a written designation, board resolution or Power of Attorney authorizing the signatory.

### 1.9. ENQUIRIES

All enquiries relating to this invitation may be directed to the Procurement Management Unit of the Roads Authority:

**EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS**

| <b>Official</b>   | <b>Designation</b>                         | <b>Telephone</b> | <b>Email</b>           |
|-------------------|--------------------------------------------|------------------|------------------------|
| Lucky Goreseb     | Procurement Officer (Temp)                 | +264 61 284 7088 | goresebl@ra.org.na     |
| Julia Akwaanyenga | Manager: Procurement and Tender Compliance | +264 61 284 7138 | akwaanyengaj@ra.org.na |

## PART B: CAPACITY REQUIREMENTS / TERMS OF REFERENCE

### 2.1. BACKGROUND

The Roads Authority relies on fit-for-purpose ICT equipment to support its operational, administrative and technical functions across the organization. Standardized and supportable equipment is important for productivity, security, compatibility, service continuity and effective lifecycle management.

The Roads Authority intends to establish a pre-approved supplier eligibility list comprising suppliers with verified statutory standing, relevant experience, authorized product-channel relationships, after-sales capability, financial capacity and the ability to supply the equipment categories described in this document.

### 2.2. PURPOSE OF THE EXPRESSION OF INTEREST

The purpose of this Expression of Interest is to identify and pre-qualify capable ICT equipment suppliers for possible participation in future procurement processes for laptops, tablets, desktops, workstations, monitors, peripherals, accessories and storage drives.

This Expression of Interest is not a request for a financial proposal and does not constitute a procurement process for a specific contract. Suppliers found responsive and capable will be considered for inclusion on the list.

### 2.3. OBJECTIVE

**The objective is to establish a pool of suppliers that can:**

- supply original, new and supportable ICT equipment that complies with the stated specifications;
- provide product catalogues, OEM datasheets and traceable model and configuration information;
- demonstrate authorised reseller, distributor or manufacturer relationships and appropriate after-sales capability;
- fulfil orders of material value through adequate working capital or an established distributor credit facility; and
- provide the warranty and support coverage stated for the applicable equipment.

### 2.4. SCOPE AND EQUIPMENT CATEGORIES

The intended pre-approved list covers the following categories. The detailed minimum specification schedule is provided in Form 5:

| Code | Category        | Typical Items                                                   |
|------|-----------------|-----------------------------------------------------------------|
| A    | Laptops         | Business notebooks, executive notebooks and mobile workstations |
| B    | Tablets / iPads | Cellular-enabled professional tablets                           |

| Code | Category                    | Typical Items                                                       |
|------|-----------------------------|---------------------------------------------------------------------|
| C    | Desktops and Workstations   | Mini desktops, small-form-factor desktops and workstations          |
| D    | Monitors                    | 21.5-inch and 27-inch monitors                                      |
| E    | Peripherals and Accessories | Input devices, headsets, locks, bags, cables, adapters and brackets |
| F    | Storage Drives              | 2.5-inch SATA solid-state drives                                    |

## 2.5. MINIMUM ELIGIBILITY REQUIREMENTS

To be considered for inclusion on the pre-approved supplier eligibility list, an applicant must satisfy every applicable mandatory requirement:

- be a legally registered entity and submit a valid certified copy of its company Registration Certificate;
- submit valid Original/Certified copy of a NamRA Tax and Social Security Commission Good Standing Certificates and the applicable Affirmative Action compliance, exemption or non-relevant-employer evidence;
- submit the required salaries and wages undertaking;
- provide at least two compliant and verifiable reference letters for similar ICT equipment and peripheral supplies;
- provide catalogues or datasheets and evidence of an authorised reseller, distributor or manufacturer relationship, or equivalent after-sales support capability where applicable;
- provide an actual HP Business Partner Certificate displaying the Partner ID;
- provide evidence of the required distributor credit facility or at least N\$1,000,000.00 in working capital; and
- complete the technical compliance schedule and support each offered configuration with appropriate product information.

## 2.6. PRODUCT AND TECHNICAL REQUIREMENTS

The equipment descriptions and configurations in Form 5 are the minimum requirements for this pre-qualification exercise. Applicants must respond to each item for which they seek approval, identify the exact make, model and configuration offered, and cross-reference the relevant catalogue or OEM datasheet.

Where a description permits an 'or newer model' or 'latest generation' product, the proposed product must be from the stated product line and must meet or exceed the listed processor, memory, storage, display, connectivity, operating system, port, security and warranty requirements, as applicable. The Roads Authority may request clarification where an abbreviated source descriptor requires confirmation against an OEM datasheet.

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All equipment supplied under a future contract must be new, genuine, unused and eligible for the manufacturer's stated warranty or support. Final quantities, delivery destinations and assignment-specific requirements will be stated in the relevant future procurement document.

### **2.7. MANUFACTURER, CHANNEL AND AFTER-SALES CAPABILITY**

Applicants must demonstrate that the offered products can be sourced through authorized and traceable channels. Evidence must include product catalogues or datasheets and proof of authorized reseller, distributor or manufacturer partnership, or equivalent after-sales support capability where applicable.

HP equipment applicants must submit the actual HP Business Partner Certificate clearly displaying the Partner ID. The Roads Authority may verify the certificate, Partner ID and distributor or manufacturer relationship directly with the relevant issuing organization.

Applicants must describe their warranty administration, fault-reporting, repair, replacement, escalation and manufacturer-support arrangements. Where a listed configuration specifies carry-in, onsite, offsite or next-business-day support, the offered product must include at least the stated coverage.

### **2.8. EXPERIENCE IN SIMILAR SUPPLIES**

The applicant must submit at least two (2) reference letters from organizations of similar size and complexity within the public sector or infrastructure-intensive environments.

Each reference letter must state the quantities and monetary value of ICT equipment and peripherals supplied. It must also identify the client and provide the client's address and contact details so that the Roads Authority may verify the reference. References that do not contain the required information may be assessed as non-compliant.

### **2.9. FINANCIAL CAPACITY AND ORDER FULFILMENT**

The applicant must demonstrate sufficient capacity to fulfil material orders by submitting either:

- evidence of an established credit facility with an authorized HP distributor that supports order fulfilment and seamless delivery; or
- a formal letter from a recognized financial institution confirming available working capital of at least N\$1,000,000.00.

The evidence must explicitly bear the applicant's name and the available credit amount. The Roads Authority may verify the facility or letter with the issuing distributor or financial institution.

### **2.10. INFORMATION TO BE SUBMITTED**

Applicants must arrange their submissions in the order below and use a clear index with numbered annexures:

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| No. | Document / Information                                                                               | Applicant Check         |
|-----|------------------------------------------------------------------------------------------------------|-------------------------|
| 1   | Completed Form 1: Expression of Interest Application Form                                            | Attached / Not Attached |
| 2   | Signed Company Profile                                                                               | Attached / Not Attached |
| 3   | Valid certified company Registration Certificate                                                     | Attached / Not Attached |
| 4   | Original/certified copy of a valid NamRA Tax Good Standing Certificate                               | Attached / Not Attached |
| 5   | Original/certified copy of a valid Social Security Commission Good Standing Certificate              | Attached / Not Attached |
| 6   | Certified copy of a valid Affirmative Action compliance, exemption or non-relevant-employer evidence | Attached / Not Attached |
| 7   | Completed Form 2: Statutory Compliance and Wage Undertaking                                          | Attached / Not Attached |
| 8   | Authority of signatory                                                                               | Attached / Not Attached |
| 9   | Completed Form 3 and at least two compliant reference letters                                        | Attached / Not Attached |
| 10  | Product catalogues or OEM datasheets for offered products                                            | Attached / Not Attached |
| 11  | Reseller, distributor, manufacturer or after-sales support evidence                                  | Attached / Not Attached |
| 12  | Actual HP Business Partner Certificate displaying Partner ID                                         | Attached / Not Attached |
| 13  | Completed Form 4 and credit facility or working-capital evidence                                     | Attached / Not Attached |
| 14  | Completed Form 5: Technical Compliance and Equipment Specification Schedule                          | Attached / Not Attached |
| 15  | Any additional supporting technical information                                                      | Attached / Not Attached |

## 2.11. EVALUATION CRITERIA

Expressions of Interest will be evaluated on a mandatory pass/fail basis. An applicant must satisfy every applicable requirement for the category or categories for which approval is sought.

All copies must be certified.

| Stage | Criterion                                        | Evidence                                                                                                                         | Assessment  |
|-------|--------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-------------|
| 1     | Administrative responsiveness and registration   | Signed forms, Company Profile, certified company Registration Certificate and authority of signatory                             | Pass / Fail |
| 2     | Statutory compliance and wage undertaking        | NamRA, Social Security Commission and Affirmative Action evidence; signed salaries and wages undertaking                         | Pass / Fail |
| 3     | Relevant experience                              | At least two compliant reference letters stating quantities, values and verifiable client details                                | Pass / Fail |
| 4     | Manufacturer, channel and after-sales capability | Catalogues or datasheets; reseller, distributor or manufacturer evidence; actual HP Business Partner Certificate with Partner ID | Pass / Fail |
| 5     | Financial capacity and order fulfilment          | Authorised HP distributor credit facility or financial-institution letter confirming at least N\$1,000,000.00 working capital    | Pass / Fail |
| 6     | Technical compliance by category                 | Completed Form 5, exact offered models/configurations, OEM datasheets and required warranty/support evidence                     | Pass / Fail |
| 7     | Verification and due diligence                   | Satisfactory verification of certificates, Partner ID, references, credit/working capital and technical representations          | Pass / Fail |

The Roads Authority may seek clarification, verify documents with issuing authorities, contact references and conduct additional due diligence. Approval may be limited to the category or categories for which the applicant has demonstrated full compliance.

## 2.12. VALIDITY AND MAINTENANCE OF THE LIST

The pre-approved supplier eligibility list will be valid for sixty (60) months, from 01 September 2026 to 30 August 2031, unless amended, suspended, cancelled or replaced by the Roads Authority in accordance with the applicable procurement framework.

## **EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS**

The list will be maintained in accordance with Regulation 14 of the Public Procurement Regulations and may be regularly reviewed and updated. Suppliers must maintain valid statutory compliance, authorized partner or channel status, technical capability and financial capacity throughout the validity period.

The Roads Authority may require updated information at any time and may remove a supplier that no longer meets the requirements, subject to the applicable procurement process.

### **2.13. FUTURE PROCUREMENT PROCESSES**

When a need arises, the Roads Authority may invite eligible suppliers on the list to participate in a future procurement process for a specific ICT equipment requirement. The applicable procurement method, item quantities, final specifications, delivery locations, pricing requirements, evaluation criteria, warranty and support requirements, contract conditions and delivery period will be stated in the relevant bidding document.

Inclusion on the list does not guarantee an invitation to every process, the award of a contract or any minimum volume or value of purchases.

### **2.14. INTEGRITY AND VERIFICATION OF INFORMATION**

Applicants must observe the highest standards of integrity and submit information that is true, complete and authentic. The Roads Authority may verify any document or representation directly with the issuing authority, client, manufacturer, distributor, financial institution or other relevant source.

Submission of false, forged, altered, fraudulent or misleading information may result in exclusion from the process, removal from the pre-approved list, referral to the appropriate authorities and any other action permitted under the Public Procurement Act and applicable law.

### **2.15. RESERVATION OF RIGHTS**

The Roads Authority reserves the right to:

- accept or reject any Expression of Interest in accordance with the applicable procurement framework;
- request clarification or additional information;
- verify registrations, statutory documents, references, Partner ID, channel status, financial capacity and technical claims;
- approve an applicant for one or more equipment categories based on verified compliance;
- amend, suspend, cancel or re-issue this Expression of Interest;
- review, update or replace the pre-approved list; and
- invite suppliers from the list based on the category, capacity, urgency, value and complexity of a future requirement.

**PART C: FORMS AND SCHEDULES**

**FORM 1: EXPRESSION OF INTEREST APPLICATION FORM**

To be completed and signed by the applicant.

| Item                                        | Details / Response    |
|---------------------------------------------|-----------------------|
| Registered Name of Applicant                |                       |
| Trading Name, if applicable                 |                       |
| Company Registration Number                 |                       |
| Date of Registration                        |                       |
| Physical Address                            |                       |
| Postal Address                              |                       |
| Telephone Number                            |                       |
| Email Address                               |                       |
| Contact Person                              |                       |
| Position of Contact Person                  |                       |
| Equipment Category / Categories Applied For | A / B / C / D / E / F |
| Company Registration Certificate Attached   | Yes / No              |

**EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS**

| <b>Item</b>                                                                                | <b>Details / Response</b> |
|--------------------------------------------------------------------------------------------|---------------------------|
| <b>NamRA Tax Good Standing Certificate Attached</b>                                        | Yes / No                  |
| <b>Social Security Commission Good Standing Certificate Attached</b>                       | Yes / No                  |
| <b>Affirmative Action Compliance / Exemption / Non-Relevant-Employer Evidence Attached</b> | Yes / No                  |
| <b>Authority of Signatory Attached</b>                                                     | Yes / No                  |
| <b>Company Profile Attached</b>                                                            | Yes / No                  |
| <b>Forms 2 to 5 Completed and Attached</b>                                                 | Yes / No                  |

Category codes: A - Laptops; B - Tablets / iPads; C - Desktops and Workstations; D - Monitors; E - Peripherals and Accessories; F - Storage Drives.

**Declaration by Applicant:**

I/We confirm that the information and documents submitted in this Expression of Interest are true, accurate, authentic and complete. I/We authorise the Roads Authority to verify the information submitted and understand that false, fraudulent or misleading information may result in exclusion or removal from the pre-approved list and further action under applicable law.

|                                     |  |
|-------------------------------------|--|
| <b>Name of Authorized Signatory</b> |  |
| <b>Capacity / Position</b>          |  |
| <b>Signature</b>                    |  |
| <b>Date</b>                         |  |

**FORM 2: STATUTORY COMPLIANCE AND WAGE UNDERTAKING**

Complete the checklist and attach the corresponding documents. Every applicable item is mandatory.

| Requirement                                                                                                                                        | Attached (Yes / No) | Annexure Reference |
|----------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|
| Valid certified company Registration Certificate                                                                                                   | Yes / No            |                    |
| Original valid NamRA Tax Good Standing Certificate                                                                                                 | Yes / No            |                    |
| Original valid Social Security Commission Good Standing Certificate                                                                                | Yes / No            |                    |
| Certified Affirmative Action Compliance Certificate, Employment Equity Commissioner proof of non-relevant-employer status, or section 42 exemption | Yes / No            |                    |
| Board resolution, written authorisation or Power of Attorney for the signatory                                                                     | Yes / No            |                    |

**Salaries and Wages Undertaking:**

I/We undertake that the salaries and wages payable to personnel in respect of any proposal or future contract arising from this pre-approved list will comply with the relevant laws, where applicable. If awarded a contract or part thereof, I/We will abide by sub-clause 6.8 of the General Conditions of Contract.

|                                     |  |
|-------------------------------------|--|
| <b>Name of Authorised Signatory</b> |  |
| <b>Capacity / Position</b>          |  |
| <b>Signature</b>                    |  |
| <b>Date</b>                         |  |

**FORM 3: EXPERIENCE IN SIMILAR ICT EQUIPMENT SUPPLIES**

Provide details for at least two comparable supplies and attach a reference letter for each. Each letter must state quantities, monetary value and verifiable client details.

| <b>Client / Environment</b> | <b>Supply Description</b> | <b>Items / Quantity</b> | <b>Value (N\$)</b> | <b>Date / Period</b> | <b>Client Address</b> | <b>Contact Details</b> | <b>Reference Annexure</b> |
|-----------------------------|---------------------------|-------------------------|--------------------|----------------------|-----------------------|------------------------|---------------------------|
|                             |                           |                         |                    |                      |                       |                        |                           |
|                             |                           |                         |                    |                      |                       |                        |                           |
|                             |                           |                         |                    |                      |                       |                        |                           |
|                             |                           |                         |                    |                      |                       |                        |                           |

The Roads Authority may contact each client to verify the information provided. Additional assignments may be listed in a clearly referenced annexure using the same fields.

|                                     |  |
|-------------------------------------|--|
| <b>Name of Authorised Signatory</b> |  |
| <b>Capacity / Position</b>          |  |
| <b>Signature</b>                    |  |
| <b>Date</b>                         |  |

**FORM 4: CHANNEL, SUPPORT AND FINANCIAL CAPACITY SCHEDULE**

Complete every applicable field and attach the evidence referenced.

| Item                                                                             | Applicant Details | Evidence / Annexure |
|----------------------------------------------------------------------------------|-------------------|---------------------|
| HP Business Partner ID                                                           |                   |                     |
| HP Business Partner Certificate validity / issue date                            |                   |                     |
| Authorised HP distributor used for order fulfilment                              |                   |                     |
| Other reseller / distributor / manufacturer partnerships                         |                   |                     |
| After-sales support capability and service location(s)                           |                   |                     |
| Warranty administration and escalation contact                                   |                   |                     |
| Fault reporting, repair and replacement arrangements                             |                   |                     |
| Credit facility with authorised HP distributor - provider and amount             |                   |                     |
| Recognised financial institution working-capital letter - institution and amount |                   |                     |

Mandatory financial evidence: attach either evidence of an established credit facility with an authorized HP distributor or a formal letter from a recognized financial institution confirming available working capital of at least N\$1,000,000.00. The applicant's name and credit amount must appear on the evidence.

I/We authorise the Roads Authority to verify the stated Partner ID, channel relationships, credit facility, working-capital letter and after-sales arrangements with the relevant organisations.

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|                                          |           |  |                              |          |  |
|------------------------------------------|-----------|--|------------------------------|----------|--|
| <b>Name<br/>Authorised<br/>Signatory</b> | <b>of</b> |  | <b>Capacity<br/>Position</b> | <b>/</b> |  |
| <b>Signature</b>                         |           |  | <b>Date</b>                  |          |  |

**FORM 5: TECHNICAL COMPLIANCE AND EQUIPMENT SPECIFICATION SCHEDULE**

Complete each item for which approval is sought. State 'Not Offered' for other items. Attach and cross-reference an OEM catalogue or datasheet for every offered model. A response of 'Comply' is subject to verification against the supporting product information.

Important: the descriptions below preserve the technical requirements provided for this EOI. Where a source descriptor is abbreviated or a configuration requires clarification, identify the exact offered configuration and supporting OEM datasheet. Do not assume approval of a deviation unless confirmed by the Roads Authority in writing.

**LAPTOPS**

| Ref. | Minimum Product / Specification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Response                                | Offered Model / Datasheet Annexure |
|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|------------------------------------|
| L1   | <b>HP ProBook 4 G1iR 16</b><br>Core 5 120U; 16GB (1x16GB) DDR5; 512GB PCIe NVMe SSD; 16.0-inch WUXGA UWVA 300 FHDC 60Hz bnt panel; Windows 11 Pro 64; Wi-Fi 6E and Bluetooth 5.3; clickpad; backlit keyboard with numeric keypad; dual-array microphone; F USB2 NFOV camera; one-year carry-in support; or newer model.                                                                                                                                                                                                                                    | Comply /<br>Not Comply /<br>Not Offered |                                    |
| L2   | <b>HP ProBook 4 G1i 16 (AL)</b><br>Intel Core Ultra 5 225U processor (12MB cache, up to 4.8GHz); 16-inch WUXGA LCD, UWVA, anti-glare, WLED, 300 nits, 62.5% sRGB (1920x1200); 16GB DDR5-5600 (1x16GB), two slots, maximum 48GB; 512GB PCIe NVMe Value; no optical drive; Intel Graphics; Windows 11 Pro x64; Intel BE201 Wi-Fi 7 and Bluetooth 5.4; no HSPA module and it cannot be added; one HDMI 2.1, two USB Type-C (20Gbps), two USB 3.2 Gen 1 (5Gbps), one RJ-45 and one headphone/microphone combo jack; three-year onsite support; or newer model. | Comply /<br>Not Comply /<br>Not Offered |                                    |
| L3   | <b>HP ProBook 4 G1i 16-inch</b><br>Intel Core Ultra 7 255U; 16GB (1x16GB) DDR5; 512GB PCIe NVMe Value; 16.0-inch WUXGA UWVA 300 FHDC 60Hz bnt panel; Windows 11 Pro 64; Wi-Fi 7 and Bluetooth 5.4, non-vPro; clickpad; backlit keyboard; dual-array microphone; F USB2 NFOV camera; HP three-year onsite notebook bundled hardware support; or newer model.                                                                                                                                                                                                | Comply /<br>Not Comply /<br>Not Offered |                                    |
| L4   | <b>HP ProBook 4 G1iR 14-inch</b><br>Core 7 150U; 16GB (1x16GB) DDR5-5600; 512GB PCIe NVMe SSD; 14.0-inch WUXGA AGLED 300UWVAfFHDCL; Windows 11 Pro 64; Wi-Fi 6E and Bluetooth 5.3; clickpad; backlit keyboard with numeric keypad; dual-array microphone; F USB2 NFOV camera; or newer model.                                                                                                                                                                                                                                                              | Comply /<br>Not Comply /<br>Not Offered |                                    |

EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

| Ref. | Minimum Product / Specification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Response                                   | Offered Model / Datasheet Annexure |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| L5   | <b>HP EliteBook 8 G1i 14-inch Notebook Next Gen AI PC</b><br>Intel Core Ultra 7 258V; 32GB (1x32GB) DDR5; 512GB PCIe 4x4 NVMe TLC; 14.0-inch WUXGAUWVA3005MP ISP+ 60Hz bnt panel; Windows 11 Pro 64; security fingerprint sensor; HP three-year offsite care notebook bundled support; or newer model.                                                                                                                                                                                                                                                                                                                                                               | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| L6   | <b>HP ZBook 8 G1i 14-inch</b><br>Intel Core Ultra 7 255H; 16GB (1x16GB) DDR5; 512GB PCIe NVMe TLC SSD; 14.0-inch WUXGA anti-glare 300-nit display for 5MP+IR; Windows 11 Pro 64; Wi-Fi 7 and Bluetooth 5.4; HP fingerprint sensor; HP Tamper Lock; HP three-year next-business-day onsite care workstation bundled support; or newer model.                                                                                                                                                                                                                                                                                                                          | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| L7   | <b>HP ZBook X G1i 16-inch</b><br>Intel Core Ultra 9 285H processor (24MB cache, up to 5.4GHz), or latest version; Windows 11 Pro x64; 16-inch WUXGA, UWVA, anti-glare, 60Hz, 300 nits, 62.5% sRGB for 5MP+IR webcam and WWAN (1920x1200); 32GB DDR5-5600 (1x32GB), two slots, maximum 64GB; 1TB PCIe NVMe Value; no optical drive; NVIDIA RTX Pro 2000 Blackwell with 8GB GDDR7 dedicated memory; Intel AX211 Wi-Fi 6E and Bluetooth 5.3 combo; no HSPA module; two USB Type-A (5Gbps), two Thunderbolt 4 (40Gbps), one HDMI 2.1, one RJ-45, one headphone/microphone combo and one SD card reader; HP three-year onsite mobile workstation support; or newer model. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

TABLETS / IPADS

| Ref. | Minimum Product / Specification                                                   | Response                                   | Offered Model / Datasheet Annexure |
|------|-----------------------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| T1   | <b>iPad Pro 11-inch Wi-Fi + Cellular</b><br>256GB; M5 chip; or latest generation. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

## DESKTOPS AND WORKSTATIONS

| Ref.      | Minimum Product / Specification                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Response                                   | Offered Model / Datasheet Annexure |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| <b>D1</b> | <b>HP ProDesk 4 Mini G1i</b><br>Intel Core Ultra 5 225T processor (20MB cache, up to 4.9GHz); 16GB DDR5-5600 (1x16GB), two slots, maximum 64GB; 512GB M.2 2280 PCIe NVMe Value SSD; no optical drive; Intel Graphics; Windows 11 Pro x64; Intel I219-LM Gigabit network connection, Intel AX211 Wi-Fi 6E and Bluetooth 5.3; front ports: one USB Type-C (20Gbps), two USB Type-A (10Gbps), one headphone/microphone combo; rear ports: three USB Type-A (5Gbps), one HDMI 2.1, one RJ-45 and two DisplayPort 2.1; one M.2 PCIe 2230 for WLAN and two M.2 PCIe 2280 for storage; HP USB 125 v2 keyboard and HP 125 wired mouse; three-year onsite support; or newer model.                                                                                                                       | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| <b>D2</b> | <b>HP ProDesk 4 SFF G1i</b><br>Intel Core Ultra 5 225 processor (20MB cache, up to 4.9GHz); minimum 16GB DDR5-5600 in a single-module configuration, two slots, maximum 64GB; 512GB M.2 2280 PCIe NVMe Value SSD; no optical drive; Intel Graphics; Windows 11 Pro x64; Intel I219-LM Gigabit network connection, Intel Wi-Fi 6E AX211 (2x2) and Bluetooth 5.3; front ports: one USB Type-C (10Gbps), three USB Type-A (10Gbps), one headphone/microphone combo; rear ports: two USB Type-A (5Gbps), three Type-A (480Mbps), one HDMI 2.1, one RJ-45, two DisplayPort 2.1 and one audio line in/out; one M.2 PCIe 2230 for WLAN, two M.2 PCIe 2280 for storage, one PCIe 4.0 x16 and one PCIe 4.0 x1; HP USB 125 v2 keyboard and HP 125 wired mouse; three-year onsite support; or newer model. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| <b>D3</b> | <b>HP Z2 SFF Base Unit G1i 400W RCTO</b><br>Intel Core Ultra 7 265 vPro Enterprise, up to 5.30GHz, 30MB cache, 20 cores, 65W; Windows 11 Pro 64-bit; operating system load on M.2; 32GB (1x32GB) DDR5-5600 non-ECC UDIMM; 1TB PCIe 4x4 2280 Value M.2; NVIDIA RTX A1000 8GB 4mDP graphics; no included optical drive; 320K v2 keyboard; or newer model.                                                                                                                                                                                                                                                                                                                                                                                                                                         | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

## MONITORS

| Ref.      | Minimum Product / Specification                                | Response                                   | Offered Model / Datasheet Annexure |
|-----------|----------------------------------------------------------------|--------------------------------------------|------------------------------------|
| <b>M1</b> | <b>HP P22 G5 monitor</b><br>21.5-inch display; or newer model. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

| Ref. | Minimum Product / Specification                                    | Response                                   | Offered Model / Datasheet Annexure |
|------|--------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| M2   | <b>HP Series 5 Pro monitor</b><br>27-inch display; or newer model. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

PERIPHERALS AND ACCESSORIES

| Ref. | Minimum Product / Specification                                        | Response                                   | Offered Model / Datasheet Annexure |
|------|------------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| P1   | <b>HP Wireless Mouse and Keyboard Combo</b><br>As specified.           | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P2   | <b>HP Wired Mouse and Keyboard Combo</b><br>As specified.              | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P3   | <b>HP Nano Laptop Lock</b><br>As specified.                            | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P4   | <b>Logitech K250 Wireless Keyboard</b><br>As specified.                | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P5   | <b>Logitech M171 Wireless Mouse</b><br>Model / part number 910-004424. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P6   | <b>Logitech H390 USB-A Headset</b><br>As specified.                    | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P7   | <b>Logitech H390 USB-C Headset</b><br>As specified.                    | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P8   | <b>Laptop Bag - Top Loader</b><br>As specified.                        | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

| Ref. | Minimum Product / Specification                                   | Response                                   | Offered Model / Datasheet Annexure |
|------|-------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| P9   | <b>Laptop Bag - Backpack</b><br>As specified.                     | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P10  | <b>HDMI Cable</b><br>10-metre male-to-male HDMI cable.            | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P11  | <b>VGA-to-HDMI Adapter</b><br>VGA male with audio to HDMI female. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| P12  | <b>HP B560 PC Mounting Bracket</b><br>HP accessory, model B560.   | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

STORAGE DRIVES

| Ref. | Minimum Product / Specification                                                    | Response                                   | Offered Model / Datasheet Annexure |
|------|------------------------------------------------------------------------------------|--------------------------------------------|------------------------------------|
| S1   | <b>SanDisk / WD Blue SSD</b><br>500GB, 2.5-inch SATA solid-state drive.            | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |
| S2   | <b>Hiksemi Wave Series SSD</b><br>512GB, 3D NAND, 2.5-inch SATA solid-state drive. | Comply /<br>Not Comply<br>/ Not<br>Offered |                                    |

Technical Compliance Declaration:

I/We confirm that every item marked 'Comply' meets or exceeds the stated minimum requirement and that the make, model, configuration, warranty and supporting product information supplied are accurate. I/We accept that an unsupported or material deviation may result in non-approval for the affected item or equipment category.

|                                             |  |                                |  |
|---------------------------------------------|--|--------------------------------|--|
| <b>Name of<br/>Authorised<br/>Signatory</b> |  | <b>Capacity /<br/>Position</b> |  |
|---------------------------------------------|--|--------------------------------|--|

EXPRESSION OF INTEREST: SUPPLY AND DELIVERY OF ICT EQUIPMENT AND PERIPHERALS

|           |  |      |  |
|-----------|--|------|--|
| Signature |  | Date |  |
|-----------|--|------|--|