



Procurement Policy Unit

(Established under section 6 of the Public Procurement Act, 2015)

Ref: G/ONB/30-02/2019

STANDARD FORM

for

EXECUTIVE SUMMARY OF BID EVALUATION REPORT

[Issued in terms of section 7(1) (i) of the Public Procurement Act, 2015]

Ministry of Finance
Head Office (6th Floor, room 6.11)
Moltke Street
Private Bag 13295
Windhoek, Namibia

|Tel: +264 61 209 2463

|Fax: +264 61 230 179

|Website: www.mof.gov.na/procurement-policy-unit

Executive Summary of Bid Evaluation Report

Supply and Delivery of Stationary

Reference number of procurement: **G/ONB/30-02/2019**

1. **Scope of Contract:** Supply and delivery of stationary to Anti-Corruption Commission for the period of two (2) years
2. **Procurement method used:** Open National Bid
3. **Date of Invitation of Bids:** 15th June 2019
4. **Closing date for submission of bids:** 15th July 2019
5. **Date and place of opening of bids:** 15th July 2019 Anti-Corruption Commission Head Office
6. **Number of bids received by closing date:**24
7. **Number of bids received late:** 0
8. **Responsiveness of bids:**

Bidder' s Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
January Office Supplies CC	N\$12,652.91	No	No reference letters or awards on the supply and delivery of stationary.
Leni Trading CC	N\$13,660.56	No	Not lowest price
Future Manager Books CC	N\$12,939.75	No	No receipt. Price schedule not signed, dated or stamped. Incomplete Power of Attorney.
Shiketanga Investment CC	N\$13,438.25	No	Does not trade in stationary
Nelito Investment CC	N\$9,024.77	No	Does not trade in stationary
Wiseman Anyala Trading CC	N\$15,712.14	No	Not lowest price
HANAT Multi-trading CC	N\$9,037.91	Yes	

Ondjambanduly Trading CC	N\$31,121.12	No	No reference letters or awards on the supply and delivery of stationary.
AGH Consultancy and Trading CC	N\$15,313.27	No	Does not trade in stationary
IBA Investment CC	N\$9,976.78	No	No reference letters or awards on the supply and delivery of stationary.
Nocpet Trading CC	N\$9,141.26	No	Does not trade in stationary
Namlink Trading Enterprises CC	N\$7,771.67	No	Incomplete Price Schedule. Incomplete contract period.
Welton Investment CC	N\$12,704.36	No	No reference letters or awards on the supply and delivery of stationary.
ATAI Investment CC	N\$9,440.11	Yes	
Amtshila Investment CC	N\$17,672.85	No	Limited experience in supply and delivery of stationary
Namib Office National CC	N\$11,543.70	No	No reference letters or awards on the supply and delivery of stationary.
RENDEZ-VOUS Investment CC	N\$10,464.06	No	Not lowest prize
Betu Group Trading CC	N\$10,568.90	No	All items cannot be supplied
Semten Trading CC	N\$8,228.25	No	Not registered for VAT
Ambrogia Investments CC	N\$13,145.17	No	Not registered for VAT
Waltons Namibia PTY (Ltd)	N\$7,374.05	Yes	
Spaarsaam Investment CC	N\$9,979.18	No	Does not trade in stationary
Marakashona & Erika Trading CC	N\$12,648.33	No	Bid Security Declaration not signed

Romcol Trading Enterprises CC	N\$10,307.57	No	No reference letters or awards on the supply and delivery of stationary.
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Price comparison for bids that are substantially responsive:

Name	A. Price at Bid Opening N\$	B. Bid Price after corrections	C. price after Adjustments N\$	D. Price after Margin of Preference [If applicable]	Rank
Waltons Namibia PTY (Ltd)	N\$7374.05	-	-	-	1
HANAT Multi-trading CC	N\$9037.91	-	-	-	2
ATAI Investment CC	N\$9440.11	-	-	-	3

9. Methods of Evaluation and Selection

Least cost selection method was used to determine substantially responsive bidder. Through this method price proposals of all were taken into account and suppliers were ranked according to the lowest price.

10. Best Evaluated Bid:

On the basis of the evaluation which was carried out in accordance with the least cost selection methods it is recommended that **Waltons Namibia PTY (Ltd)** meets the specifications to supply and deliver the items at the bid price of **N\$7374.05**. **Please note:** Four items were excluded in the quote of **Waltons Namibia PTY (Ltd)**. Prices for these items were checked and compared with those in the final list. The amounts of these four items were calculated and added to the total amount quoted by **Waltons Namibia PTY (Ltd)** and it remained the lowest quote.