



OSHAKATI TOWN COUNCIL

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EXECUTIVE SUMMARY OF PROCUREMENT COMMITTEE REPORT

[Issued in terms of section 55(8) of the Public Procurement Act, 2015]

Ref: G/RFQ/OSHTC-06/2023-2024

Name of Procurement : SUPPLY AND DELIVERY OF CLEANING MATERIALS TO OSHAKATI TOWN COUNCIL FOR THE PERIOD OF TWENTY (20) MONTHS FROM OCTOBER 2023-JUNE 2025.

Procurement No : G/RFQ/OSHTC-06/2023-2024

Date of Submission of Report : 13 October 2023

Scope of Contract : GOODS

1. **Scope of Contract:** 3-4 (Three-Four Weeks)
2. **Estimated Cost 2023/2024 FY:** N\$140,798.69
3. **Funding Agency:** Oshakati Town Council
4. **Procurement method used:** Request for sealed quotation
5. **Date of Invitation of Bids:** 20 November 2023
6. **Closing date for submission of bids:** 29 September 2023@12h00
7. **Date and place of opening of bids:** 29 September 2023@12h00
8. **Number of bids received by closing date:** 19
9. **Responsiveness of bids:** 1

10. RESPONSIVENESS OF BID(S)

BIDDER'S NAME	Bid Amount N\$ Excluding VAT	RESPONSIVE OR NOT RESPONSIVE (YES/ NO)	REASONS WHY BID IS NOT RESPONSIVE
TMU Supply & Delivery Services PTY LTD	As per rate in the bid document	YES	N/A
LIPD Investment cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Products catalogue of the company and Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). The bidder did not attach the catalogue and purchase orders.
Nelito Investments cc	As per rate in the bid document	YES	N/A



Shukeny Investment cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section B, all page and Any annexures that a bidder submits, inclusive of all coloured brochures, shall all initialled or be signed. Bidder did not initial all pages (Specification compliance sheet no. 2)
Gwanakathimbi Trading cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section B, Bid Securing Declaration Form is Duly filled in, duly signed, and dated and no alterations or amendments has been made to the Bid Securing Declaration Form. Bidder did not seal Bid Securing Declaration form and Completed Labour Act form. As per Section III: Evaluation under Mandatory Documents, section B, all page and Any annexures that a bidder submits, inclusive of all coloured brochures, shall all initialled or be signed. Bidder did not initial all pages.



Onaushe Trading cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Experience in cleaning materials (Kindly provide reference letters as documentary evidence with contact details, Products catalogue of the company and Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach reference letters of experience, catalogue & purchase orders.
Star Comets Trading cc	As per rate in the bid document	YES	N/A



<p>Nikitjora Investment cc</p>	<p>As per rate in the bid document</p>	<p>NO</p>	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Experience in cleaning materials (Kindly provide reference letters as documentary evidence with contact details) and Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach reference letters of experience and purchase orders.
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Salute Trading cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section B, state that Bidder has submitted the duly filled in, signed, and dated Price schedule form; and Specifications and Compliance Sheet. Bidder did not duly filled in the Price schedule form.
Gee & Sons Trading	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach purchase orders



Zayson Manufacturing & Trading	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach purchase orders.
Handiyam Investment Group cc	As per rate in the bid document	YES	N/A
Performance Development Centre	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section B, all pages, and Any annexures that a bidder submits, inclusive of all coloured brochures, shall all initialled or be signed. Bidder did not initial all pages (catalogue page 18).



Activision Namibia Trading CC	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section B, all pages, and Any annexures that a bidder submits, inclusive of all coloured brochures, shall all be initialled or be signed. Bidder did not initial all pages (certificates of fitness).
Mad Bull Investment cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach purchase orders.

<p>M Continental Eight Trading Enterprises cc</p>	<p>As per rate in the bid document</p>	<p>NO</p>	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, bidders are required to submit a certified copy of a valid "Fitness Certificate" from a Local Authority Health Department or Ministry of Health & Social Services. (Valid at the deadline of submission of bid). The bidder did not attach fitness certificate.
<p>Agri-EnviroTrading & Consultancy</p>	<p>As per rate in the bid document</p>	<p>NO</p>	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders



Lucas Gravestone & Construction	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, bidders are required to submit Certified copies of the shareholders/ members identification documents. Bidder did not attach ID for shareholders/members.
Togetherness Investment cc	As per rate in the bid document	NO	<ul style="list-style-type: none"> As per Section III: Evaluation under Mandatory Documents, section C, requests that the bidder has attached Products catalogue of the company and Proof that the bidder has supplied similar cleaning materials in the past years (Kindly attach Purchase Orders that were issued to your company as proof). Bidder did not attach the catalogue and only attached 1 purchase order.



11. PRICE COMPARISON FOR LOWEST RESPONSIVE BIDS:

No.	Bidder's Name	PRICING AT BID OPENING N\$VAT exclusive	Bid Price after corrections- VAT EXCLUSIVE	Price after Adjustments N\$	Price after Margin of Preference [<i>If applicable</i>]	Rank
1	Nelito Investments CC	As per rates in the bid document	As per rates in the bid document	NONE	N/A	1

1. BEST EVALUATED BID(S)

Proposed award of contract: lowest evaluated substantially responsive bidder:

The Accounting Officer resolved to approve as per the recommendation(s) of the Adhoc Bid Evaluation and Procurement Committee that:

Name: Nelito Investments cc
Address: P.O.Box 3753
 Ongwediva
NAMIBIA
Email: nelitoinvestment@gmail.com

Bid Price	Currency	Bidder Options(s)	Amount including VAT
Bid Price(s) read-Out	N\$	-	As per rates in the bid document
Bid Price(s) of the most responsive option	N\$	-	As per rates in the bid document
Correction of errors	N\$	Yes	Yes
Discount	N\$	None	None
Proposed Award	N\$		As per rates in the bid document



Mr. T. Namwendt
Accounting Officer

[Signature]
Date
14 DEC 2023

