



Republic of Namibia

Ministry of Urban and Rural Development

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Government Office Park
Luther Street
Our Ref.: G/RFQ/17-93/2024/2025, Your Ref.:

Private Bag 13289
Windhoek, Namibia

**TO: ALL BIDDERS
(ANNEX. 1)**

Dear Sirs

NOTICE TO BIDDERS NOT SELECTED FOR AWARD: PROVISION OF SUPPLY, DELIVERY AND PRINTING OF MATERIALS FOR WINDHOEK INDUSTRIAL AND AGRICULTURAL SHOW 2024, BID NO. (G/RFQ/17-93/2024/2025)

- a) The Ministry of Urban and Rural Development, in terms of Section 55 (4) (a) (b) of the Public Procurement Act, 2015 (Act No. 15 of 2015), hereby informs you that Messrs. Iland Investment Cc bid has been selected for the award of Bid No .G/RFQ/17-93/2024/2025.
- b) The bid price offered by Messrs. Iland Investment CC is N\$171 465.00.
- c) The criteria used to select for the award the bidder referred to in paragraph (b) is set out in the bid document as mandatory eligibility criterial, section III: priced activity schedule and section VI: specifications and compliance sheet, (attached hereto).
- d) If you are not satisfied with the outcome of this procurement process, you may apply for the review of the selection or award, made within 7days from the date of this notice. In absence of an application for a review, the Ministry will proceed to award the contract to Messrs. Iland Investment cc.
- e) The standstill period of 7 days referred in paragraph (d) starts on 19 September 2024 and ends on 27 September 2024.

I thank you for your participation in this procurement process.


NGHIDINUA DANIEL
EXECUTIVE DIRECTOR



ANNEX. 1

- Messrs. Iland Investment CC
- Messrs. I-Gift and Pro- Safe Clothing Cc
- Messrs. Namibia Future Media Holdings
- Messrs. Revati Investment CC

SECTION III: LIST OF GOODS AND PRICE SCHEDULE

QUOTATION FOR: [to be completed by Public Entity]

Procurement Ref No.

INSTRUCTIONS TO THE PUBLIC ENTITY					INSTRUCTIONS TO BIDDERS				
At time of preparation of the RFQ, Columns A to D shall be filled in by the Public Entity. [To be filled by the Public Entity]					Bidders shall fill-in columns E - I and fill the total E= mark with a *if an equivalent is quoted F= Rate per unit G=Total price for one item (C x F) • If an equivalent is quoted, please attach to your quote appropriate technical information & specification • Bidders shall fill in and sign the bottom section of this page				
A	B	C	D	E	F	G	H	I	
Item no.	Description of Goods	Quantity required	Unit of measures	*	Price per unit NAD ¹	Total price without VAT NAD	VAT: NAD	Delivery (days/month)	Country of Origin
1.	Branded T-Shirt: Specifications: (as per attached pictures) • Golf T-Shirt • Design- short sleeve slim t-shirt with buttons • Men – 6 medium,1-large,1 extra-large (XL) • Women-1-extra small (XS), 3 – small,5 – medium, 1 – 4extra large (4XL) • Colours : Navy blue with white stripe on the inner shoulders and edge of the arms • Materials : Polyester stretch materials suitable for hot weather conditions • Embroidery – correct court of arm on the left and the abbreviation of the Ministry 'Name (MURD) at the bottom (as per attached pictures)	18	Each						

2.	Branded official shirts : Officials shirt for men and women Women- foldable long sleeve officials shirts (The colour should Navy Blue) (The size should be 1 x extra small(XS), 3x small, 4x medium, 1x large and 1x 4 extra-large (4XL) Men long sleeve official shirts Sizes: 6x medium, 1x large, 1x extra-large (XL) Navy Blue Embroidery with the court of arm and the Ministry's name in abbreviation (MURD) (as per attached pictures)	18	Each							
3.	Banded Tracksuits (The colour should be Navy Blue Men – Sizes(6x medium, 1x large, 1x Extra-large (XL)) Women – Sizes(2x Extra small (XS), 3x small, 4x medium, 1x 4 extra-large (4XL) Materials – Polyester stretch materials suitable for hot weather conditions (as per attached pictures)	18								
4	Branded water bottles (Branded with the Court of arm and Ministry name abbreviated (MURD) Colour: Blue, Orange, Green, red Size: 750 ML and 500 ML	600								
5	Branded shopping bags (Shopping bags with the court of Arm and Ministry's name abbreviated(MURD) Size: Large and Medium Colour : Brown and Black (as per attached pictures)	700								
6	Branded String bags (Drawstring waterproof backpacks with zip pocket)	600								

Currency: Exchange Rate:

Key notes: NA=NOT APPLICABLE, NQ=NO QUOTE

SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

[the Public Entity shall use this section to specify its Technical Requirements for the goods items, Inspection and examination, and the scope of Related Services, as applicable.]

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: G/RFQ/17-93/2024/25

Item No	Technical Specification Required	Compliance of Specification Offered	Details of Non-Compliance/ Deviation (if applicable)
A*	B*	C	D
	Supply, delivery and printing of materials for Windhoek Industrial and Agricultural show 2024 as well as Two smaller exhibition shows		
1.	Branded T-Shirt: Specifications: (as per attached pictures) •Golf T-Shirt •Design- short sleeve slim t-shirt with buttons •Mem – 6 medium,1-large,1 extra-large (XL) •Women-1-extra small (XS), 3 – small,5 –medium, 1 – 4extra large (4XL) •Colours : Navy blue with white stripe on the inner shoulders and edge of the arms		

Section VII Special Conditions of Contract 14

	• Materials : Polyester stretch materials suitable for hot weather conditions • Embroidery – correct court of arm on the left and the abbreviation of the Ministry ‘Name (MURD) at the bottom		
2.	Branded official shirts : Officials shirt for men and women Women- foldable long sleeve officials shirts (The colour should Navy Blue) (The size should be 1 x extra small(XS),3x small, 4x medium,1x large and 1x 4 extra-large (4XL) Men long sleeve official shirts Sizes: 6x medium, 1x large, 1x extra-large (XL) Navy Blue Embroidery with the court of arm and the Ministry’s name in abbreviation (MURD) (as per attached pictures)		
3.	Branded official shirts : Officials shirt for men and women Women- foldable long sleeve officials shirts (The colour should Navy Blue) (The size should be 1 x extra small(XS),3x small, 4x medium,1x large and 1x 4 extra-large (4XL) Men long sleeve official shirts Sizes: 6x medium, 1x large, 1x extra-large (XL)		

Section VII Special Conditions of Contract 15

	Navy Blue Embroidery with the court of arm and the Ministry's name in abbreviation (MURD) (as per attached pictures)		
4.	Banded Tracksuits (The colour should be Navy Blue Men – Sizes(6x medium, 1x large,1x Extra-large (XL) Women – Sizes(2x Extra small (XS), 3x small, 4x medium, 1x 4 extra-large (4XL) Materials – Polyester stretch materials suitable for hot weather conditions (as per attached pictures)		
6	Branded water bottles (Branded with the Court of arm and Ministry name abbreviated (MURD) Colour: Blue, Orange, Green, red Size: 750 ML and 500 ML		
7	Branded shopping bags (Shopping bags with the court of Arm and Ministry's name abbreviated(MURD) Size: Large and Medium Colour : Brown and Black (as per attached pictures)		
8	Branded String bags (Drawstring waterproof backpacks with zip pocket) Branded with the court of arm and Ministry's name abbreviated (MURD)		

Section VII Special Conditions of Contract 16

	Colours : Sky Blue, Dark blue and black (as per attached pictures)		
	Branded hats(Packable Bonnie Hat) Materials: 100% polyester, performance rip stop fabric, moisture wicking sweatband with adjustable toggle draw cord Branded with the court of Arm and Ministry 'name abbreviated (MURD) (as per attached pictures		
	Branded coffee mugs (Branded with the Court of Arm and Ministry 'name abbreviated (MURD) Size : 350 ML Colour : White and Blue		

[Bidders should complete columns C and D with the specification of the goods offered. Also state "comply" or "not comply" and give details of any non-compliance/deviation to the specification required. Attach detailed technical literature if required. Authorise the specification offered in the signature block below.]

*** Columns A and B to be completed by Public Entity.**

Specifications and Compliance Sheet Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT