



KUNENE REGIONAL COUNCIL



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M. Muharukua Street
OPUWO, NAMIBIA

Private Bag 502
OPUWO, NAMIBIA

Request for Quotations For Works

Renovation and Electrification of the Rural Development Centre, Guard House

Procurement Reference No: W/RFQ/KRC-01/2025

Kunene Regional Council
P/Bag 502
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Tel: +264-65-273950
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Letter of Invitation

To: _____

W/RFQ/KRC-01/2025

10 February 2025

Dear Sir/Madam,

Request for Quotations for the renovation and electrification of the Rural Development Centre Guard House

The Kunene Regional Council invites you to submit your best quote for the works described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed to Ms. Sendra Nakale 065 273950 or Justy Mwafangeyo 0813532717 at the Procurement Management Unit Kunene Regional Council email: pmu.kunenerc@gmail.com.

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Yours faithfully,

George P. Kamseb
Chief Regional Officer

SECTION I: INSTRUCTIONS TO BIDDERS

1. Rights of Public Entity

The Kunene Regional Council reserves the right:

- (a) to split the contract as per the lowest evaluated cost per lot; and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- (b) the Priced Activity Schedule in Section IV;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment as deemed appropriate

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

3. Validity of Quotations

The quotation validity period shall be 180 days from the date of bid submission deadline.

4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) Have a certified valid copy of company Registration Certificate;
- (b) Have an original or certified valid copy of good Standing Tax Certificate;
- (c) Have an original or certified valid copy good Standing Social Security Certificate;
- (d) Have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- (e) Have a certificate indicating SME Status (for Bids reserved for SMEs);
- (f) Submit signed Bid-securing Declaration.
- (g) An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;
- (h) Attached proof of confirmation of account from a Namibian Banking Institution not older than four months.
- (i) Attach valid Namibian Identification Documents.

5. Bid Securing Declaration

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process.

Works Completion Period

The completion period for works shall be 90 days after acceptance and issue of Purchase Order. Deviation in completion period shall be considered if such deviation is reasonable.

6. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Kunene Regional Council with the Bidder's name at the back of the envelope.

7. Submission of Quotations

Quotations should be deposited in the Bid Box located at Kunene Regional Council Mbumbiazo Muharukua Street, P/Bag 502, and Opuwo not later than 25 February 2025 at 11:00AM. Quotations by post or hand delivered should reach Kunene Regional Council Mbumbijazo Muharukua Street, P/Bag 502, and Opuwo by the same date and time at latest. Late quotations will be rejected.

Quotations received by e-mail will not be considered.

8. Opening of Quotations

Quotations will be opened publicly by the Public Kunene Regional Council at 11:00AM. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of the bidder will be posted on the notice board of the Kunene Regional Council and available to any bidder on request within three working days of the opening.

9. Evaluation of Quotations

The Public Entity shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of technical and administrative compliance, obligatory documents and lowest price.

10. Technical Compliance

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications have to be met, but no credit will be given for exceeding the specifications.

11. Prices and Currency of Payment

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties and taxes. The whole cost of performing the works shall be included in the items stated,

and the cost of any incidental works shall be deemed to be included in the prices quoted.

12. Margin of Preference

N/A

13. Award of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order and Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

14. Performance Security

N/A

15. Notification of Award and Debriefing

Kunene Regional Council shall after award of contract, promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount.

Furthermore, Kunene Regional Council shall attend to all requests for debriefing for contract made in writing within **30 days** the unsuccessful bidders are informed of the award.

SECTION II: QUOTATION LETTER

(to be completed by Bidders)

If your quotation is not authorised, it will be rejected

Quotation addressed to:	Kunene Regional Council
Procurement Reference Number:	
Subject matter of Procurement:	

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead disqualification on the grounds mentioned in the BDS

The validity period of our Quotation is 120 days from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within 7 days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within 90 days from date of issue of Purchase Order/ Letter of acceptance.

Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./E-mail	

BID SECURING DECLARATION
(Section 45 of Act)
(Regulation 37(1) (b) and 37(5))

Date:.....

Procurement Ref No.: W/RFQ/KRC-01/2025

To: Kunene Regional Council Mbumbiazo Muharukua Street, P/Bag 502, Opuwo

I/We* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We* accept that under section 45 of the Act, I/we* may be suspended or disqualified in the event of

- (a) a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;
- (b) refusal by a bidder to accept a correction of an error appearing on the face of a bid;
- (c) failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We* be successful bidder; or
- (d) failure to provide security for the performance of the procurement contract if required to do so by the bidding document.

I/We* understand this bid securing declaration ceases to be valid if I am/ We are* not the successful Bidder

Signed:
[insert signature of person whose name and capacity are shown]

Capacity of:
[indicate legal capacity of person(s) signing the Bid Securing Declaration]

Name:
[insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____

Corporate Seal (where appropriate)

[Note*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

**delete if not applicable / appropriate*

SECTION III: STATEMENT OF REQUIREMENTS

A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

Erection of shaded parking's at the Kunene Regional Council as required specified in the priced activity sheet and subject to the standards in the specification and technical compliance sheet

B. DRAWINGS

No drawings bidders may contact own site visit

SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: W/RFQ/KRC-01/2025

LOT 1

For Renovation of the Rural Development Centre's Guard House

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (NS)	Total Price (NS)
A*	B*	C*	D*	E	F
1	Taking out and removing doors, frames, etc. (alterations to opening and/ or building up opening where applicable elsewhere measured): Timber single or double door and timber door frame not exceeding 2.5m ² in area.	1	No		
2	Gypsum plasterboard ceilings: Replace damaged or missing ceiling board or panel with new 9.5mm gypsum plasterboard ceiling board in repairs in insolate areas fixes to underside of existing brandering, including neat joint of new to existing with wire scrim and 'Rhinolyte' skimmed over the joints.	26	m ²		
3	Sundries: Replace damaged or missing striker plate in steel or timber door frame	1	No		
4	Repairs to w.c. suite and flushing valves: Replace missing or damaged cistem with new duranite cistem complete with lid, flushing mechanism and fitments.	1	No		
5	Repairs to w.c. suite and flushing valves: Replace missing or damaged w.c. seat with new heavy duty double seat and flap.	1	No		
6	Clean down and prepare and one coat Acrylic PVA paint: On external smooth plastered walls.	40	m ²		
7	Clean down and prepare and one coat Acrylic PVA paint: Extra for additional one coat of paint.	40	m ²		

8	Clean down and prepare and one coat eggshell enamel paint: On internal smooth plastered walls and columns.	46	m ²		
9	Clean down and prepare and one coat eggshell enamel paint: Extra for additional one coat paint	46	m ²		
10	Clean down and prepare and one Acrylic PVA paint: On fascia's and eaves soffit linings	7	m ²		
11	Clean down and prepare and one coat Acrylic PVA paint: On window cills	4	m ²		
12	Clean down and prepare and one coat exterior quality PVA emulsion paint: On ceilings, including cornices and cover strips.	24	m ²		
13	Clean down and prepare and one Acrylic PVA paint: On PVC pipes not exceeding 300mm girth.	4	m		
14	Clean down and prepare and one coat gloss enamel paint: On door frames.	5	m ²		
15	Clean down and prepare and one coat gloss enamel paint: On windows with burglar bars (both side measured flat)	6	m ²		
16	Clean down and prepare and one coat Acrylic Roof paint: On profiled roof sheeting and flashings (measured on flat to roof area)	15	m ²		
17	Brickwork of 7mpa cement bricks in class II mortar: One brick wall	1.4	m ²		
18	Wrot Meranti: 44mm Framed, ledged, braced and battened door size 813x2032mm high formed of 44x108mm stiles and top rail, 22x108mm middle ledge, 22x228mm bottom ledge and 22x108mm diagonal braces and filled in with 22mm tongued, grooved and v-jointed vertical boarding in narrow matched widths	2	No		
19	Cylinder locks: Oval single cylinder lock with oval profile	2	No		

	lock case and brass forend				
20	Vertical louvered sun drapes comprising natural anodised aluminium top rail, 120mm wide type F13 colour group 5 louvre vanes, draw cord, operating chain and pivot mechanism, etc. fixed to soffits in reveals or face fixed to walls: Louvred drape until to suit window size 1510x1245mm high.	3	No		
21	1.2mm Double rebated frames suitable for one brick walls: Frame for door size 813x2032mm high	1	No		
22	Screeds wood floated or steel trowelled on concrete: 20mm Thick on floors and landings	6	m ²		
23	One coat compo plaster steel trowelled smooth on brickwork to: Walls	1.4	m ²		
24	Chromium plated brass: 32mm Basin waste union with vulcanite plug and chromium plated chain and stay	1	No		
25	Chromium plated brass: 40mm Bottle trap including tailpipe and wall flange	1	No		
26	Chrome plated brass taps and sundries: 15mm Square pattern pillar taps with aerator.	2	No		
27	Chrome plated brass taps and sundries: 15mm Under wall pattern stop tap with cover plate.	2	No		
28	Chrome plated brass taps and sundries: 15mm Shower rose 85mm diameter.	1	No		
29	Chrome plated brass taps and sundries: 15mm Shower arm with cover plate.	1	No		
30	4mm Clear float glass: Panes exceeding 0.5m ² and not exceeding 2m ² .	1.4	m ²		
31	4mm Silvered float glass copper backed mirrors with polished edges fixed to walls: Mirror size 450x600mm high.	1	No		

32	One coat primer and two coats exterior quality PVA emulsion paint: On ceilings, including cornices and cover strips.	27	m ²		
30	Touch up factory primer and one coat undercoat and two coats gloss enamel: On rails, bars, pipes, etc. Not exceeding 300mm girth.	10	m		
31	One coat wood primer, one coat undercoat and two coats gloss enamel paint: On panelled and moulded doors.	8	m ²		
Enter 0% VAT rate if VAT exempt.				Subtotal	
				VAT @	%
				Total	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

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

LOT 2

Procurement Reference Number: **W/RFQ/KRC-01/2025**

For Electrification of Guard house

Item No	Brief Description of Works	Quantity	Unit of Measure	Unit Price (NS)	Total Price (NS)
A*	B*	C*	D*	E	F
1	Excavation in earth exceeding 1m deep for: Trenches and holes	15	m ³		
2	Concrete class 20mpa/19mm in: Backfilling to trenches, holes, etc.	15	m ³		
3	Taking up and removing (work) O.L. 9000 Galvanised trunking	15	m		

4	Fixed in dry wall partitioning not exceeding 3000mm above floor level: 20mm Diameter	200	m		
5	Silicone insulated wire asbestos: 2.5mm ²	100	m		
6	Silicone insulated wire asbestos: 4mm ²	100	m		
7	Underground cable PVC SWA PVC installed: 6mm ²	100	m		
8	PVC Cable terminations: 2 Core 16mm ²	100	m		
9	Metal Cable terminations: 2 Core 16mm ²	2	No		
10	Right angle box No. 2 three way: No 1 glands	2	No		
11	Cover only for one lever switch: Single lever industrial type surface mounted	2	No		
12	Cover only for three lever switch: 10 Amp including mounting bracket surface mounted as national or other equal or approved	1	No		
13	Cover only to single outlet 100mmx100mm: Water tight surface socket outlet PVC	1	No		
14	Single Phase: 100x100mm	30	No		
15	Single pole: 1-10Amp	1	No		
16	Single pole: 15-25Amp	1	No		
17	Single pole: 30-40Amp	1	No		
18	Triple pole: 40-60Amp	1	No		
19	Sundries: With lampholder-100W ES fitting complete	1	No		
20	Surface mounted fluorescent fitting complete with tubes and prismatic diffuser similar or equal to: 2x58W	2	No		
21	Galvanised pole: -25W/MV-E	3	No		
22	Flush Mounted with Galvanised Steel Tray: Earthing of metal roof with 50mm ² cooper wire in 25mm conduit connected to	1	No		

	1.5mm earth spike				
23	Supply and installation of cable entry sleeves and channels (work): 8 Way	1	No		
24	Non-scheduled Material (work): Labelling of single phase distribution board	1	No		
				Subtotal	
Enter 0% VAT rate if VAT exempt.				VAT @	%
				Total	

*Columns A to D to be completed as applicable by the Public Entity

Priced Activity Schedule Authorised By:

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

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: W/RFQ/KRC-01/2025

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

Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (if applicable)
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
1	SABS 4427-2		
2	SABS 776		
3	SABS 62-1		
4	SABS 4427-3		
5	SABS 62-2		

Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (if applicable)
A*	B*	C	D
6	SABS 752		
7	SABS 62-2		
8	SABS 4427-3		

* 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

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. W/RFQ-GCC) available on the website of the Public Entity (*insert website address*) except where modified by the Special Conditions below

SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **W/RFQ/KRC-01/2025**

Clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract. *[This section is to be customised by the Public Entity to suit the requirements of the specific procurement].*

GCC Clause Reference	Special Conditions
Employer GCC 1.1(r)	Kunene Regional Council
Intended Completion Date	The intended completion date is: 30 May 2025

GCC Clause Reference	Special Conditions
GCC	
Project Manager GCC 1.1(y)	The Project Manager is: Ministry of Works and Transport: Maintenance Department Opuwo
Site GCC 1.1(aa)	The Site is located at Alpha, Kunene
Start Date GCC 1.1(dd)	The Start Date shall be: Will be agreed upon signing of agreement
The Works GCC 1.1(hh)	The Works consist of: Renovation and electrification of the guard house at the Kunene Rural Development Centre, Alpha
Interpretation GCC 2.2	The project will be completed in the following sections: Renovation of the guard house and the electrification of the guard house
Interpretation GCC 2.3	The following additional documents shall form part of the contract: N/A
Language and Law GCC 3.1	The language of the contract is English The law that applies to the Contract is the law of Namibia.
Project Manager's Decisions 4.1	The Project Manager shall obtain specific approval from the Employer before carrying out any of his duties under the Contract which in the Project Manager's opinion will cause the amount finally due under the Contract to exceed the Contract Price or will give entitlement to extension of time. This requirement shall be waived in an emergency affecting safety of personnel or the Works or adjacent property.
Delegation GCC 5.1	The Project Manager may not delegate his/ her duties.
Notices GCC 6	Any notice shall be sent to the following addresses: For the Employer, the address shall be as given on the page 2 of this Bidding Document and the contact name shall be Kunene Regional Council Mbumbijazo Muharukua Street, P/Bag 502, Opuwo For the Contractor, the address shall be as given on the first page of the Purchase Order/ Letter of Acceptance and the contact name shall be _____
Insurance GCC 13.1	Except for the cover mentioned in (d) (i) hereunder, the other insurance covers shall be on the Contractor and the minimum insurance amounts shall be:

GCC Clause Reference	Special Conditions
	<p>(a) for the Works, Plant and Materials: <i>(for the full amount of the works including removal of debris, professional fee etc...)</i></p> <p>(b) for loss or damage to Equipment: <i>(for the replacement value of the equipment that the contractor intends to use on site until the taking over by the Employer.</i></p> <p>(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract <i>for an amount representing the value of the properties that are exposed to the action of the contractor in the execution of the works. It will extend to the property of the Procuring Entity as well).</i></p> <p>(d) for personal injury or death:</p> <p>(i) of the Contractor's employees: <i>[The Contractor shall take an adequate insurance cover for its employees for any claim arising in the execution of the works].</i></p> <p>(ii) of other people: <i>[This cover shall be for an adequate amount for Third Party extended to the Employer and its representatives].</i></p> <p>(e) for loss or damage to materials on-site and for which payment have been included in the Interim Payment Certificate, where applicable.</p> <p>The Contractor shall choose to take the insurance covers indicated above as separate covers or a combination of the Contractor's All Risks coupled with the Employer's liability and First Loss Burglary, after approval of the Employer. All insurance covers shall be of nil or the minimum possible deductibles at sole expense of the contractor.</p>
Site Date GCC 14.1	The site Data shall be:
Possession of the Site GCC 20.1	The Site Possession Date shall be: to be agreed upon during signing of agreement
Procedure for Disputes GCC 24	No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties shall seek to resolve any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.
Program	The Contractor shall submit for approval a Program for the Works within 7 days from the date of the Letter of Acceptance or issue of Purchase Order

GCC Clause Reference	Special Conditions
GCC 25.1	Agreement.
GCC 25.3	Program updates shall be required.
Defects Liability Period GCC 33.1	The Defects Liability Period is: 365 days.
Payment Certificates GCC 39.7	A single statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor.
Payments GCC 40	The single certification of work by the Project Manager shall be paid in full within 30 days of receipt by the Employer of an invoice, supported by: (a) a certificate of Completion .
Adverse weather Conditions GCC 41.1 (I)	Weather conditions under which normal works cannot be carried
Price Adjustment GCC 44.	The Contract is not subject to price adjustment.
Retention GCC 45.	(ii) 10% of the amount shall be retained from any payment. Half of the retention money will be released after formal taking over of the Works and the remaining shall be released after the Defect Liability Period subject to the Contractor making good all defects.*
Liquidated Damages GCC 46.1	<p>The liquidated damages for the whole of the Works are <i>[insert rate]</i> per day.</p> <p>The maximum amount of liquidated damages for the whole of the Works is <i>[amount based on a maximum number of days]</i>.</p> <p><i>[Usually liquidated damages are set between 0.05 per cent and 0.10 per cent per day, and the total amount is not to exceed between 5 per cent and 10 per cent of the Contract Price. Alternatively, the daily rate could reflect the actual prejudice that the procuring entity may claim to suffer as direct cost, where applicable or a nominal value taking into consideration the size of the building, nature of construction and the incidence due to non-availability of the building as from the intended completion date. If Sectional Completion and Damages per Section have been agreed, the latter should be specified here.]</i></p>
Bonus GCC 47.1	The rate for the Bonus per calendar day is: _____

GCC Clause Reference	Special Conditions
Advance Payment GCC 48.1	(i) No advance payment shall be made
Performance Security GCC 49.1	A Performance Security in the form of a Bank Guarantee representing 10% of the final contract price shall be required.
GCC 56.1	“As built” drawings or operating and maintenance manual <i>are not</i> required.
GCC 59.1	The percentage to apply to the value of the work not completed, representing the Employer’s additional cost for completing the Works, is: <i>15%</i>

SCHEDULE 4: QUOTATION CHECKLIST SCHEDULE**PROCUREMENT REFERENCE NO.: W/RFQ/KRC-01/2025**

Description	Attached (please tick if submitted and cross if not)
Quotation Letter	
List of Goods and Price Schedule	
Specification and Compliance Sheet	
Signed Bid Securing Declaration	
Have a valid certified copy of company Registration Certificate	
Have a certified Copy valid good Standing Tax Certificate	
Have a valid certified copy of Affirmative Action Compliance Certificate	
Have a valid certified Copy valid good Standing Social Security Certificate	
Attach certified copy of certificate from Ministry of Industrialization, Trade and SME Development	
Attach proof of confirmation of account from a Namibian Banking institution	

Disclaimer: *The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.*