



## EXECUTIVE SUMMARY OF BID EVALUATION REPORT

### NCS/RFQ/SM-026/2023: LEASING OF 19 PHOTOCOPY MACHINES TO THE MUNICIPALITY OF SWAKOPMUND FOR A PERIOD OF 3 YEARS

<b>SCOPE OF CONTRACT</b>	<b>LEASING OF 19 PHOTOCOPY MACHINES TO THE MUNICIPALITY OF SWAKOPMUND FOR A PERIOD OF 3 YEARS</b>
<b>PROCUREMENT METHOD USED</b>	<b>REQUEST FOR SEALED QUOTATIONS</b>
<b>DATE OF BID INVITATION</b>	<b>16 AUGUST 2023</b>
<b>CLOSING DATE</b>	<b>WEDNESDAY, 06 SEPTEMBER 2023</b>
<b>NUMBER OF BIDS RECEIVED</b>	<b>12</b>

### EVALUATION REPORT

No.	Bidder / Supplier	Bid Amount (Ex VAT)	*BDS/BS	Compliant	Responsive	Observations
1.	Konica Minolta	N\$72 188.70	Y	X	X	<ul style="list-style-type: none"> <li>• Business Registration Certificate not certified.</li> <li>• Several annexures not initialed.</li> <li>• Good Standing Tax Certificate not certified.</li> <li>• Good Standing Social Security Certificate not initialed.</li> <li>• Affirmative Action Compliance Certificate expired.</li> <li>• Registration Certificate from Local Authority not certified.</li> <li>• Pages 3-6 of the Bid Document not included.</li> </ul>
2.	Ballistic Investment CC	N\$124 077.98	Y	X	X	<ul style="list-style-type: none"> <li>• Page 6 of the Company Registration Certificate not certified.</li> <li>• Reference letter not certified.</li> </ul>
3.	Canocopy (Pty) Ltd	N\$112 513.94	Y	X	X	<ul style="list-style-type: none"> <li>• Page 14 not dully filled in.</li> </ul>
4.	Independent Business Systems	N\$131 540.64	Y	X	X	<ul style="list-style-type: none"> <li>• Page 9 not duly filled.</li> <li>• Company Registration Certificate not certified.</li> <li>• Reference letters not certified.</li> <li>• Several annexures not initialed.</li> </ul>
5.	Schoemans Office Solutions	N\$59 953.02	Y	Y	Y	<ul style="list-style-type: none"> <li>• Several annexures not initialed.</li> </ul>
6.	G Tech Office Equipment	N\$73 619.99	Y	X	X	<ul style="list-style-type: none"> <li>• Pages 7 and 14 not duly completed.</li> </ul>
7.	FMH Investment CC	N\$165 068.88	Y	X	X	<ul style="list-style-type: none"> <li>• Delivery period offered is 1 095 days.</li> <li>• Only one relevant reference letter submitted.</li> </ul>
8.	Essential Investment CC	N\$138 108.31	Y	X	X	<ul style="list-style-type: none"> <li>• Reference letters not certified.</li> <li>• Page 14 not dully filled in.</li> <li>• Price not economically beneficial.</li> </ul>
9.	Performance Development Center	N\$2 495 575.44	Y	X	X	<ul style="list-style-type: none"> <li>• Reference letters not certified.</li> <li>• Several attachments not initialed.</li> </ul>
10.	Namibian Office Equipment Co (Pty) Ltd T/A Nashua Namibia	N\$95 100.95	Y	X	X	<ul style="list-style-type: none"> <li>• Page 14 not dully filled in.</li> </ul>
11.	Namibian Technology Solution	N\$6 857.53	Y	X	X	<ul style="list-style-type: none"> <li>• Page 9 not dully filled in.</li> <li>• Delivery period offered is 3 years.</li> </ul>
12.	Pearl Energy 79 Investment CC	N\$73 711.92	Y	X	X	<ul style="list-style-type: none"> <li>• Reference letters not certified.</li> </ul>

**BEST EVALUATED BID:**

**THAT THE BID BE CANCELLED IN TERMS OF SECTION 54(1)(A) OF THE PUBLIC PROCUREMENT ACT, ACT 15 OF 2015 AS AMENDED**

**H KANANJEMBO**  
**HEAD OF PROCUREMENT**

