



PART A

NOTICE FOR SELECTION OF PROCUREMENT AWARD

BID NAME: Request for sealed quotations for branding services at the Namibia University of Science and Technology (NUST) main campus.

(Procurement Reference No. NCS/RFQ/NUST- 003/2025)

Pursuant to Section 55 of the Public Procurement Act No.15 of 2015 and following a competitive Procurement exercise undertaken in accordance with the Act, the Namibia University of Science and Technology (NUST) has resolved to appoint the following bidder for **branding services**:

Name of bidder	Physical Address	Cost, N\$ (VAT Inclusive)
BrandBrokerage Investments CC	No 9, Albert Wessels Street, Northern Industrial Area	824 690.30

PART B

NOTICE TO THE FOLLOWING BIDDERS NOT SELECTED FOR AWARD:

Bid No.	Name of Bidder
1	JCD Signs CC
2	The Sign Shop CC
3	Kapoh Innovative Investment CC
4	Exquisite Signs CC
5	Essential Investment CC
7	Dunefox Printing CC
8	Advantage and Advertising (Pty) Ltd

- Kindly note that the bidders whose particulars are specified in **PART A** have been selected for the award.
- The criteria used to select the bidder for the award in paragraph (a) are in the bidding document reference number NCS/RFQ/NUST-003/2025.
- Kindly note that if you are not satisfied with the selection for the award made by the Namibia University of Science and Technology (NUST), you may make an application for the review of the selection made within seven (7) days of this notice. In the absence of an application for review, the Accounting Officer will award the contract to the bidders selected for the award.
- The period of seven (7) days referred to in paragraph (d) starts on **13 May 2025** and ends on **22 May 2025 at 16h30 (Namibian Time)**.

EXECUTIVE SUMMARY OF THE BID EVALUATION REPORT (SECTION 55 (8))

BID NAME: Request for sealed quotations for branding services at the Namibia University of Science and Technology (NUST) main campus.

Date: 09 May 2025

Procurement Reference No: NCS/RFQ/NUST-003/2025

Scope of Contract:

Request for the provision of branding services as per specifications in the bid document.

1. **Procurement Method:** Request for Sealed Quotations (Section 32 (1) (a) of the Public Procurement Act, 2015.
2. **Date of Invitation of Bids:** Monday, 03 February 2025.
3. **Closing date of submission of bids:** Friday, 21 February 2025.
4. **Date and Place of Opening of Bids:** 21 February 2025, NUST Council Boardroom.
5. **Number of bids received by closing date:** Eight (8)
6. **RESPONSIVENESS OF BIDS:**

The summary of the responsiveness of the bids:

Bid No.	Bidder Name	Responsiveness as per the evaluation stage			
		Mandatory Documents	Technical Evaluation	Financial Evaluation	Reasons why the bid is/not responsive
1	JCD Signs CC	Qualified	Not responsive and disqualified	Not considered	The bidder's company profile lacked key elements i.e. demographics and geography; the reference letters provided also did not meet the requirements stipulated in the bidding document i.e. no contract value is indicated, and services are not of similar nature of bid. The bidder failed to obtain the minimum 70% score to pass the technical evaluation stage. The bidder was disqualified.
2	The Sign Shop CC	Not responsive and disqualified	Not considered	Not considered	-The bidder did not attach the certified copy of a shareholder's identification documents. -The bidder did not attach a written undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant with the relevant laws, where applicable and that it will abide by sub-clause 6.8 of the General Conditions of Contract if it is awarded the contract, the document attached was not

					explicit and did not refer to the sub-clause 6.8 stated in the standard bidding document. The bidder was disqualified.
3	Kapoh Innovative Investment CC	Not responsive and disqualified	Not considered	Not considered	The bidder did not attach a certified copy of one of the shareholders' identification documents. The bidder was disqualified.
4	Exquisite Signs CC	Qualified	Not responsive and disqualified	Not considered	The bidder's company profile lacked key elements, i.e. demographics, geography and contact information as requested in the bid document. The bidder provided two (2) reference letters instead of three (3), of which 1 of the services is not of a similar nature to the bid. The bidder failed to obtain the minimum 70% score to pass the technical evaluation stage. The bidder was disqualified.
5	Essential Investment CC	Not responsive and disqualified	Not considered	Not considered	The bidder did not attach a <i>written undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant with the relevant laws, where applicable and that it will abide by sub-clause 6.8 of the General Conditions of Contract if it is awarded the contract, the document attached was not explicit and did not refer to the sub-clause 6.8 as stated in the standard bidding document, it indicated the sub-clause (4.6) which was not stated in the standard bidding document.</i> The bidder was disqualified.
6	BrandBrokerage Investments CC	Qualified	Qualified	Qualified	The bidder qualified.
7	Dunefox Printing CC	Not responsive and disqualified	Not considered	Not considered	The bidder did not attach A <i>written undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant with the relevant laws, where applicable and that it will abide by sub-clause 6.8 of the General Conditions of Contract if it is awarded the contract, the</i>

5					document attached was not explicit and did not refer to the sub-clause 6.8 as stated in the standard bidding document referred to the sub-clauses (3.1) and (35.1) (a), which were not stated in the standard bidding document. The bidder was disqualified.
8	Advantage and Advertising (Pty) Ltd	Not responsive and disqualified	Not considered	Not considered	The bidder did not attach a company registration document of one of the shareholding companies. The bidder was disqualified.

7. Price of Responsive Bid:

Bidder no.	Bidder Name	Cost, N\$ (VAT Inclusive)
6	BrandBrokerage Investments CC	824 690.30

8. Recommended for award:

The bidder below is awarded the bid for the Request for Sealed Quotations for branding services at the Namibia University of Science and Technology (NUST) main campus as they met the requirements and were the lowest responsive bid:

Item Description	The selected bidder's name	Cost, N\$ (VAT Inclusive)
Branding services	BrandBrokerage Investments CC	824 690.30

Sincerely



Prof Eroid Naomab
Accounting Officer/Vice-Chancellor

