



## **PART A**

### **NOTICE FOR SELECTION OF PROCUREMENT AWARD ISSUED IN TERMS OF**

**(Section 55 (4) of the Act)**

**(Regulation 38 (1))**

**BID NAME:** The Provision of Debt Collection Services of the Namibia University of Science and Technology (NUST) for three (3) years

**Procurement Reference No:** SC/RFP/NUST-017/2025

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:

<b>Bidder Name</b>	<b>Physical Address</b>	<b>Commission Rate on Debt Collections</b>
Qaurtile Debt Collection CC	No 7, Bahnhof Street, Windhoek	<b>10 % p/m + VAT</b>

## **PART B**

### **NOTICE TO THE FOLLOWING BIDDERS NOT SELECTED FOR AWARD:**

<b>Supplier Name</b>
Vericred Collections (Pty) Ltd
Anne Shilengudwa Inc
Katjaerua Inc
Tiyeseke Debt Collections CC
Nimble Group (Pty) Ltd
Pay Flex Debt Management (Pty) Ltd

- Kindly note that the bidder whose particulars are specified in **PART A** has 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 **SC/RFP/NUST-017/2025**.
- 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.

- d) The period of seven (7) days referred to in paragraph (d) starts on **03 December 2025** and ends on **12 December 2025 at 16h30 (Namibian Time)**.

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

**BID NAME:** The Provision of Debt Collection Services of the Namibia University of Science and Technology (NUST) for three (3) years

**Date:** 01 December 2025

**Procurement Reference No:** SC/RFP/NUST-017/2025

#### **Scope of Contract:**

The Provision of Debt Collection Services of the Namibia University of Science and Technology (NUST) for three (3) years.

1. **Procurement Method:** Request for Proposals Section 35 (5) of the Public Procurement Act, 2015.
2. **Date of Invitation for Bids:** 12 September 2025
3. **Closing date of submission of bids:** 03 October 2025
4. **Date and Place of Opening of bids:** 03 October 2025, Office of the Registrar Boardroom
5. **Number of bids received by closing date:** Seven (7)
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	Vericred Collections (Pty) Ltd	Not responsive and disqualified	Not considered	Not considered	The bidder did not provide a company registration document that clearly indicates shareholding or principal's details that correlate to the identity documents attached. <b>The bidder was disqualified.</b>
2	Anne Shilengudwa Inc	Qualified	Not responsive and disqualified	Not considered	- The team leader does not have 5 years' experience in debt collection services. - The team members do not have 3 years' experience in debt collection services. - The bidder has provided only one valid reference letter. - The bidder has less than three (3) years extensive experience and expertise in conducting debt collection services at State-owned Enterprises and or equivalent. -The bidder did not provide financial statements.

					<p>The bidder did not obtain the minimum 70% score required to pass the technical evaluation stage.</p> <p><b>The bidder was disqualified.</b></p>
3	Katjaerua Inc	Qualified	Not responsive and disqualified	Not considered	<p>- The bidder did not provide a detailed methodology and work plan, nor the time frame indicated.</p> <p>- The team leader does not have 5 years' experience in debt collection services.</p> <p>- The team members do not have 3 years' experience in debt collection services.</p> <p>- The bidder provided reference letters without contractual values.</p> <p>- The bidder has no experience in debt collection services at State-owned Enterprises and or equivalent.</p> <p>-The bidder did not provide financial statements.</p> <p>The bidder did not obtain the minimum 70% score required to pass the technical evaluation stage.</p> <p><b>The bidder was disqualified.</b></p>
4	Tiyeseke Debt Collections CC	Not responsive and disqualified	Not considered	Not considered	<p>The bidder did not provide the shareholder's identity documents as requested in the bid document.</p> <p><b>The bidder was disqualified.</b></p>
5	Qaurtile Debt Collection CC	Qualified	Qualified	Qualified	<p>- The bidder met all the requirements and was the lowest responsive bid.</p> <p><b>The bidder Qualified.</b></p>
6	Nimble Group (Pty) Ltd	Qualified	Qualified	Not the lowest responsive bid	<p>The bidder was not the lowest responsive bid and therefore was not considered for an award.</p> <p><b>The bidder was disqualified.</b></p>
7	Pay Flex Debt Management (Pty) Ltd	Qualified	Not responsive and disqualified	Not considered	<p>The team leader does not have 5 years' experience in debt collection services.</p> <p>- The team members do not have 3 years' experience in debt collection services.</p> <p>- The bidder has a minimum of three (3) years extensive experience extensive expertise in conducting Debt Collection services at State-owned Enterprises and or equivalent.</p> <p>-The bidder did not provide financial statements.</p> <p><b>The bidder was disqualified.</b></p>

**7. Price comparison of responsive bids:**

No.	Supplier Name	Item Description	Cost
1	Qaurtile Debt Collection CC	Commission Rate on Debt Collections	10% p/m per collection +VAT
2	Nimble Group (Pty) Ltd	Commission Rate on Debt Collections	2024-2025= 8%+VAT p/m 2022-2023= 20% +VAT p/m Older than 2 years=25%+VAT p/m

**8. Price for lowest responsive bid:**

Bid No.	Name of Bidder	Cost, (N\$)
5	Qaurtile Debt Collection CC	10 % + VAT p/m

**9. Recommendation for Award:**

The Namibia University of Science and Technology recommends the award of the provision of Debt Collection Services of the Namibia University of Science and Technology (NUST) for three (3) years to **Qaurtile Debt Collection CC** at a commission rate of **10% plus VAT**, having met all the requirements and are the lowest responsive bid.

Sincerely



**Prof Andrew Niikondo**  
*Acting Vice-Chancellor/Accounting Officer*

