

Invitation for Bids (IFB)

The Namibia University of Science and Technology (NUST), hereby invites registered and reputable 100% Namibian Travel Management Agency to submit both financial and technical bids for the **Provision of Travel Management and Related Services for three (3) years.**

DESCRIPTION OF THE BID:	Provision of Travel Management and related services to Namibia University of Science and Technology (NUST) for three (3) years
PROCUREMENT REFERENCE NO:	SC/RFP/NUST - 007/2020
BID DOCUMENTS: (Sealed envelope marked as per instructions in the tender document)	Interested eligible bidders may download a complete set of bidding documents in English from the NUST website at www.nust.na under the Procurement tab. Kindly ensure you download the correct tender document.
DATE OF ISSUE:	Tuesday, 28 July 2020
CLOSING DATE AND TIME:	Friday, 28 August 2020 at 12:00
LEVY:	FREE
ENQUIRIES (Strictly by email):	procurement@nust.na
DELIVERY ADDRESS:	Namibia University of Science and Technology 13 Jackson Kaujeua Street Bid Box Elizabeth Haus (Security Foyer) Windhoek West <i>Companies are requested to register their proposal submission in the registry book made available at the Security Foyer upon delivery.</i>
SPECIAL PREFERENCE:	Service providers within the following categories are encouraged to submit proposals: <ul style="list-style-type: none">· Small and Medium Enterprises (SME)· Previously Disadvantaged Women· Youth
BIDS OPENING: (Strict COVID-19 safety measures will be applied as per University guidelines)	Bids will be opened in the presence of the bidders (optional), at the Namibia University of Science and Technology, 13 Jackson Kaujeua Street, E-Haus, Windhoek West, on Friday, 28 August 2020 at 12:30

Electronic bidding will not be permitted. Late bids will be rejected and returned unopened.

Enquiries:

Procurement Management Unit
E: procurement@nust.na