



**NAMIBIA UNIVERSITY**  
OF SCIENCE AND TECHNOLOGY

**Office of the Bursar**

Procurement Management  
Unit

## **Request for Sealed Quotations** **for the Provision of Branding Services at the** **NUST Main Campus**

The Namibia University of Science and Technology (NUST), following Section 32 (1) (b) of the Public Procurement Act 15 (Act No 15 of 2015), is inviting bids from registered and reputable Namibian-owned companies to submit their best quotations for the provision of branding services at the NUST Main Campus.

<b>DESCRIPTION OF THE BID:</b>	Request sealed quotations for branding services at the Namibia University of Science and Technology (NUST) Main Campus.
<b>PROCUREMENT REFERENCE NO:</b>	NCS/RFQ/NUST- 003/2025
<b>BID DOCUMENTS:</b> (Sealed envelope marked as per instructions in the bid document)	Interested eligible bidders may download a complete set of bidding documents in English from the NUST website at <a href="http://www.nust.na">www.nust.na</a> under the Procurement tab.  Kindly ensure you download the correct bid document.
<b>DATE OF ISSUE:</b>	Monday, 03 February 2025
<b>CLOSING DATE AND TIME:</b>	Friday, 21 February 2025 at 12:00
<b>LEVY:</b>	Free
<b>CLARIFICATIONS</b> (Strictly by email):	All requests for clarifications should be addressed to <a href="mailto:bidbox@nust.na">bidbox@nust.na</a>
<b>SUBMISSION OF BIDS:</b>	Bids must be enclosed in an envelope (clearly marked as indicated in Instruction to Bidder) and delivered at the following address:  Namibia University of Science and Technology 13 Jackson Kaujeua Street Bid Box 2 Administration Building, First Floor Windhoek West  Service providers must indicate the company names on the reverse side of the envelope.  Upon bid delivery, companies are requested to register their bid submission in the registry book available at the Foyer.
<b>BIDS OPENING:</b>	Bids will be opened in the presence of the bidders who choose to attend at the Namibia University of Science and Technology, 13 Jackson Kaujeua Street, Windhoek West, on Friday, 21 February 2025, immediately after closing.
<b>ELECTRONIC BIDDING WILL NOT BE PERMITTED. LATE BIDS WILL BE REJECTED AND RETURNED UNOPENED</b>	

### **Enquiries**

Procurement Management Unit

T: +264 61 207 2020

E: [procurement@nust.na](mailto:procurement@nust.na)

[www.nust.na](http://www.nust.na)