



EXPRESSION OF INTEREST (EOI)

THE PROVISION OF DIGITAL BRANDING SERVICES

Namibia University of Science and Technology (NUST) invites registered and reputable Namibian-owned companies to indicate their interest in being part of an expression of interest process for **providing digital branding services for the Namibia University of Science and Technology (NUST) campus.**

DESCRIPTION OF SERVICES	Provision of digital branding services for the Namibia University of Science and Technology (NUST) campus
PROCUREMENT REFERENCE NO:	NCS/EOI/NUST – 002/2025
BID DOCUMENTS: (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 www.nust.na under the Procurement tab. <i>Kindly ensure you download the correct bid document.</i>
DATE OF ISSUE:	Monday, 14 April 2025
CLOSING DATE AND TIME:	Tuesday, 03 June 2025 at 12h00
LEVY:	Free
COMPULSORY BRIEFING SESSION	Interested Bidders are strongly encouraged to attend the compulsory briefing session scheduled on Wednesday, 23 April 2024, at 10h00 at Main Campus, 13 Jackson Kaujeua Street, E-Haus, Senate Boardroom Bidders will be required to sign the information session register <i>Bidders who failed to attend the briefing session will not be allowed to bid.</i>
SHORTLISTED SERVICE PROVIDERS (PITCHING OF CONCEPTS)	Shortlisted service providers who meet the minimum requirements must pitch their creative concepts within five (5) working days after notification.
CLARIFICATIONS (Strictly by email):	All requests for clarifications should be addressed to bidbox@nust.na
SUBMISSION OF BIDS:	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 Administration Building, First Floor Windhoek West Companies must register their bid submission in the registry book available at the Foyer upon bid delivery.

NO FINANCIAL OFFERS ARE REQUESTED AT THIS STAGE

ELECTRONIC BIDDING WILL NOT BE PERMITTED. LATE BIDS WILL BE REJECTED AND RETURNED UNOPENED

Enquiries

Procurement Management Unit

T: +264 61 207 2020

E: bidbox@nust.na

www.nust.na