

# CENTRAL PROCUREMENT BOARD OF NAMIBIA

TEL :+264 (61) 447 700 WEB : www.cpb.org.na  
MANDUME PARK, 1 TEINERT STREET, P.O. Box 23650, WINDHOEK NAMIBIA

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## NOTICE OF PROCUREMENT AWARD

(Section 55 of Act)

(Regulation 39(1))

**AWARD NOTICE FOR: PROCUREMENT CONTRACT OF OFFICE RENT FOR  
NAMFISA**

**Procurement Reference No: NCS/ONB/CPBN-01/2018**

**Contract price:** N\$1, 022, 500.00 Excluding VAT, per month. The contract is for five (5) years, subject to an Escalation Rate of six percent (6%) for rental per annum at rental anniversary date and an escalation rate of thirteen percent (13%) for operational cost at rental anniversary date.

**Name of successful bidder:** KeyPlot Investments (Pty)Ltd

**Address:** KeyPlot Investments (Pty)Ltd  
51-55 Werner List Street  
P O BOX 40194  
Windhoek

a) Kindly note that, in terms of Section 55 of the Public Procurement Act, 2015(Act No. 15 of 2015) and Regulation 39(1) of the Public Procurement Regulations, you have been awarded this procurement contract referred to herein.

b) Kindly further note that in the absence of the application for reviews with the Review Panel, within seven (7) days standstill period by the unsuccessful bidder, the Accounting Officer, in terms of Section 55 (5) of the Public Procurement Act, 15

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MEMBERS OF THE BOARD: Mr P.P. Swartz (Chairperson), Ms L. Ramakhutla (Deputy Chairperson), Mr J. Muadinohamba, Ms M. Nakale,, Ms H. Herman, Mr E. P. Shilongo, Ms M. Iyambo, Mr C. Loftie-Eaton, Mr T. Ndove & Ms. E. Shiponeni (Secretary)

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of 2015 shall award this Procurement Contract to you. The standstill time starts on 22 October 2019 ends on 28 October 2019 at 17:00.

21 October 2019



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Mr P. P. Swartz  
Chairperson

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MEMBERS OF THE BOARD: Mr P.P. Swartz (Chairperson), Ms L. Ramakutla (Deputy Chairperson), Mr J. Muadinohamba, Ms M. Nakale,, Ms H. Herman, Mr E. P. Shilongo, Ms M. Iyambo, Mr C. Loftie-Eaton, Mr T. Ndove & Ms. E. Shiponeni (Secretary)

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## AWARD OF PROCUREMENT CONTRACT

### NOTICE UNDER SECTION 55(8) OF THE PUBLIC PROCUREMENT ACT, 15 OF 2015

This is to notify that, following the bidding exercises carried out by the CENTRAL PROCUREMENT BOARD OF NAMIBIA (CPBN) for the PROCUREMENT CONTRACT OF OFFICE RENT FOR NAMFISA, PROCUREMENT REFERENCE NO: NCS/ONB/CPBN-01/2018, the contract has been awarded to Keyplot Investments Pty (Ltd) for a sum of **NS\$ 1,022,500.00** Excluding VAT, per month. The contract is for five (5) years, subject to an Escalation Rate of six percent (6%) for rental per annum at rental anniversary date and an escalation rate of thirteen percent (13%) for operational cost at rental anniversary date.

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MEMBERS OF THE BOARD: Mr PP Swartz Chairperson Ms L Ramakhutla Deputy Chairperson Mr J Muadinohamba  
Ms M Nakale Ms H Herman Mr E P Shilongo Ms M Iyambo Mr C Loftie-Eaton  
Mr T Ndove

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

**Name of Procurement** : Procurement of Office Rent for NAMFISA  
**CPBN Procurement Reference No** : NCS/ONB/CPBN-01/2019  
**Date of Submission of Report** : 19 September 2019  
**Contract Number** : NCS/ONB/CPBN-01/2019  
**Scope of Contract** : Procurement of Office Rent for NAMFISA

1. **Estimated Cost:** N\$108,486,086.00 (Inclusive VAT)
2. **Contract Duration:** Five (5) Years
3. **Funding Agency:** NAMFISA
4. **Procurement Method Used:** Open National Bidding: Section 29 of the Public Procurement Act, 15 of 2015.
5. **Date of Invitation of Bids:** 09 July 2019
6. **Closing Date of Submission of Bids:** 28 August 2019
7. **Date and Place of Opening of Bids:** 28 August 2019, CPBN Offices, First Floor.
8. **Number of Bids Received by Closing Date:** Two (2)

9. RESPONSIVENESS OF BID(S):

No	Name of the Bidder(s)	RESPONSIVENESS AS PER EVALUATION STAGE				Reasons Why Bid Is Not Responsive
		Eligibility and Compliance	Mandatory Documents	Financial Capability and Technical Experience	Product Technical Evaluation	
1	SANNAMIB INVESTMENTS (PTY) LTD	Yes	Not Responsive and disqualified	Not considered	Not considered	<p><b>Bidder failed to submit the following Mandatory documents:</b></p> <ul style="list-style-type: none"> <li>• Social Security Good Standing Certificate as per ITB 13.1 (f) (iii) in the BDS or ITB 13.1 (f) (c) of the bidding document (was indicated in the index but the document was not found within the bidding document);</li> <li>• Affirmative Compliance Certificate as per ITB 13.1 (f) (iv) in the BDS or ITB 13.1 (f) (d) of the bidding document; and</li> <li>• A letter of intent/proof of access to lines of credit or availability of funds as per ITB 5.5 (f) of the bidding document.</li> </ul>
2	KEYPLOT INVESTMENTS (PTY) LTD	Yes	Yes	Yes	Yes	Bidder not disqualified

10. PRICE COMPARISON FOR THE LOWEST RESPONSIVE BID(S):

No	Bidder's Name	Price at Bid Opening (Excluding VAT)/Month N\$ (Option 1)	Price of the most responsive option (3) Excluding VAT/Month	Bid Price After Corrections (N\$)	Price After Margin of Preference (if applicable) N\$	Ranking
1	KEYPLOT INVESTMENTS (PTY) LTD	854,500.00	1,022,500.00	N/A	N/A	1

NB: KEYPLOT INVESTMENTS (PTY) LTD, the most substantially responsive bidder, offered three (3) options in its bid, of which only option one (1) was read-out at the bid opening.

## 11. BEST EVALUATED BID(S)

**Proposed Award of Contract:**

**Lowest Evaluated Substantially Responsive Bidder:**

The Board resolved to approve as per the recommendation(s) of the Bid Evaluation Committee.

**Name:** KEYPLOT INVESTMENTS (PTY) LTD

**Address:** 51-55 Werner List Street

PO Box 40194

Windhoek

Bid Price	Currency	Bidder Option(s)	Amount Excluding VAT/Month
Bid Price(s) Read-Out	N\$	Option 1	854,500.00
Bid Price(s) of the most responsive Option	N\$	Option 3	1,022,500.00
Corrections of Errors	N\$	None	None
Discounts	N\$		None
Proposed Award	N\$		1,022,500.00

**Subject to the following Conditions:**

- The contract is awarded to **Keyplot Investments (Pty) Ltd** for **Option three (3)**;
- The award is subject to an Escalation Rate of six percent (6%) for rental per annum at rental anniversary date;
- The award is subject to an escalation rate of thirteen percent (13%) for operational cost at rental anniversary date; and
- The award is inclusive of the parking at Freedom Square.

**21 October 2019**



**Mr PP Swartz  
Chairperson**