



REPUBLIC OF NAMIBIA

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## OFFICE OF THE PRIME MINISTER

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Tel No: (061) 287 9111  
Fax No. (061) 234 296

Private Bag 13338  
WINDHOEK

### **REPORT OF THE BID OPENING: PROCUMENT REFERENCE NO. CS/RP/02-01/2023, ENGAGEMENT OF CONSULTANT TO ASSIST WITH THE DEVELOPMENT OF THE PUBLIC SECTOR ADMINISTRATION AND MANAGEMENT BILL**

#### **1. PRESENT**

Mr. Brian Mungunda  
Ms. Aleta Katondoka

PMU Chairperson  
PMU Member

#### **SECRETARIAT**

Ms. Lonia N. Hamunyela

#### **BIDDERS/REPRESENTATIVE PRESENT**

1. Harmse Legal Practitioners
2. Namibia Labour Consultant cc

#### **2. INTRODUCTION**

Engagement of consultant to assist with the Development of the Public Sector Administration and Management Bill, which was advertised through Request for Proposals (RP) on the 12 June 2023 and closed on the 21 July 2023 @11H00.

#### **3. OPENING OF BIDS**

The Opening of the Bids is done according to Section 51 of the Public Procurement Act, 15 of 2015.

#### **The following were read out during the opening of bids:**

- The name of the bidder
- whether bidder submitted Technical Proposal and Financial Proposal
- mandatory documents
- bid securing declaration and written undertaking

It was observed during the opening that eight (8) companies purchased the bidding documents, however only four (4) companies managed to submit the bid documents at the closing date.

The following four (4) companies submitted the bids:

#	Name of Bidder/Company	Financial Proposal	Technical Proposal	Inland Revenue	Social Security	Affirmative Action	Company Registration	Signed Bid Security declaration	Signed Written Undertaking
1	Akutu Drafting and Training Masters	✓	✓	✓	✓	✓	✓	✓	✓
2	Harmse Legal Practitioners	✓	✓	✓	✓	✓	✓	✓	✓
3	Namibia Labour Consultant cc	✓	✓	✓	✓	✓	✓	✓	✓
4	Ntelamo and Associates Incorporated	✓	✓	✓	✓	✓	✓	✓	✓

#### 4. RECOMMENDATION

The above four (4) companies who submitted their bids be evaluated by the Bid Evaluation Committee in order to scrutinize the bids in detail.


  
**I-BEN NATANGWE NASHANDI**  
**EXECUTIVE DIRECTOR**

21/7/23