



Keetmanshoop Municipality

Private Bag 2125, Keetmanshoop, Namibia - Tel.: +264(63)221 211 - Fax: +264(63)223 065
E-mail: ceosec@keetmansmunicipality.org.na, 37 Hampie Plichta Avenue

Enq: Procurement

Tel. +264 63 221 211

Ref no. 3/3/3/13/1

01 June 2023

NOTICE FOR SELECTION OF AWARD

(Section 55(4) of Act) (Regulation 38(1))

PART A

Notice to bidder selected for award

From: KEETMANSHOOP MUNICIPALITY

To:

1. DUO SQUARED TECHNOLOGY (Bidder 1)
2. FOUR ZERO FOUR INVESTMENT (Bidder 2)
3. NAMLINK TRADING ENTERPRISES CC (Bidder 8)
4. TMU SUPPLY AND DELIVERY SERVICES (Bidder 9)
5. RL INVESTMENT CC (Bidder 10)
6. H THIRTY-THREE INVESTMENT CC (Bidder 12)
7. GEE & SONS TRADING CC (Bidder 13)
8. ALTUS INFORMATION AND COMMUNICATION TECHNOLOGY (Bidder 16)

SUPPLY AND DELIVERY OF LAPTOPS, LAPTOP ACCESSORIES AND TONERS FOR MUNICIPALITY

- a) Kindly note in terms of section 55 of the Public Procurement Act, 2015 (Act No. 15 of 2015), you have been selected for the award under subsection (4) of that section.
- b) You are informed that in the absence of any application for the review of the selection for the award referred to in paragraph (a) within 7 days of this notice, the accounting officer of the Keetmanshoop Municipality will award the contract to you.
- c) The period of 7 days referred to in paragraph (b) starts on **01st June 2023** and ends on **09th June 2023**

PART B

Notice to bidder not selected for award

To:

- 1. TEKMAK INVESTMENT CC (Bidder 3)**
- 2. MATHYS COMPUTER REPAIRS (Bidder 4)**
- 3. KOTW INVESTMENT CC (Bidder 5)**
- 4. OUTOKELO INVESTMENT CC (Bidder 6)**
- 5. WALTONS STATIONARY NAMIBIA(PTY) LTD (Bidder 7)**
- 6. EXTRAODINARY SUPPLIES AND EQUIPMENT CC (Bidder 11)**
- 7. NAMIB OFFICE SUPPLIES (Bidder 14)**
- 8. VEYA ENTERPRISES CC (Bidder 15)**

(a) Kindly note that a bidder whose particulars are specified in PART A has been selected for the award.

(b)The price offered by the bidder referred to in paragraph (a) is an amount of **Rate Only as stipulated in the Executive Summary**.

(c)The criteria used to select for the award the bidder referred to in paragraph (a) is set out in the bid document reference number: **G/RFQ/KHPMUN-005/2022**

(d)Kindly note that if you are not satisfied with the selection for the award made by the public entity, you may make an application for the review of the selection made within **7 days of this notice**, and in the absence of an application for review, the accounting office of the Keetmanshoop Municipality will award the contract to the person selected for the award.

(e) The period of 7 days referred to in Part A paragraph (b) starts on **01st June 2023** and ends on **09th June 2023**

Yours Sincerely



Ms. C. Boois
Acting Chief Executive Officer:
Keetmanshoop Municipality





KEETMANSHOOP MUNICIPALITY

PROCUREMENT MANAGEMENT UNIT
(ESTABLISHED UNDER SECTION 6 OF THE PUBLIC PROCUREMENT ACT, 2015)

**PROCUREMENT REFERENCE NO.
G/RFQ/KHPMUN-005/2022**

**STANDARD FORM
FOR
EXECUTIVE SUMMARY OF BID EVALUATION
REPORT**

[Issued in terms of section 7(1)(i) of the Public Procurement Act, 2015]

for

**SUPPLY AND DELIVERY OF LAPTOPS,
LAPTOP ACCESSORIES AND TONERS
FOR MUNICIPALITY-**

Revision 0

Executive Summary of Bid Evaluation Report

PROCUREMENT REFERENCE NO. G/RFQ/KHPMUN-005/2022

1. **Scope of Contract:** *SUPPLY AND DELIVERY OF LAPTOPS, LAPTOP ACCESSORIES AND TONERS FOR MUNICIPALITY*
2. **Procurement method used:** *Request For Quotations(Open Advertised Bidding)*
3. **Date of Invitation of Bids:** Friday , 31 March 2023
4. **Closing date for submission of bids:** Friday , 21 April 2023
5. **Date and place of opening of bids:** Friday , 21 April 2023, Keetmanshoop Municipality – Head Office; 37 Hampie Plichta Street, Keetmanshoop – bids were immediately open after closing time
6. **Number of bids received by closing date:** Sixteen(16)
7. **Responsiveness Of Bids:**

N#:	COMPANY (BIDDER) NAME	Total Pricing at Bid Opening,N\$	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
1.	DUO SQUARED TECHNOLOGY	N\$ 410,132.90	YES	
2.	FOUR ZERO FOUR INVESTMENT	N\$ 389,795.00	YES	
3.	TEKMAK INVESTMENT CC	N\$ 496,610.00	NO	- SME registration Certificate attached is expired January 2023
4.	MATHYS COMPUTER REPAIRS	N\$352,844.75	NO	-Bidder attached Certificate of Registration of Trade Mark with BIPA and not the founding Statement; -No SME registration Certificate
5.	KOTW INVESTMENT CC	N\$532,934.46	NO	-Bid Validity is 31 days; -Social Security Good Standing Certificate is a colour copy not certified/Original
6.	OUTOKELO INVESTMENT CC	N\$630,017.44	NO	- SME registration Certificate attached is expired March 2023
7.	WALTONS STATIONARY NAMIBIA(PTY)LTD	N\$616,693.83	NO	-Bid Validity is 7 days; -Good Standing for Social Security Color Copy not Certified/Original; -No SME registration Certificate attached
8.	NAMLINK TRADING ENTERPRISES CC	N\$406,109.85	YES	
9.	TMU SUPPLY AND DELIVERY SERVICES	N\$480,550.89	YES	
10.	RL INVESTMENT CC	N\$749,857.50	YES	
11.	EXTRAORDINARY SUPPLIES AND EQUIPMENT CC	N\$385,319.00	NO	-Good standing TAX certificate is not attached ONLY registration certificate; - Bid Validity is valid for 90 days

12.	H THIRTY THREE INVESTMENT CC	N\$497,487.53	YES	
13.	GEE & SONS TRADING CC	N\$438,181.05	YES	
14.	NAMIB OFFICE SUPPLIES	N\$376,545.66	NO	Quotation Bid Validity not filled in;
15.	VEYA ENTERPRISES CC	N\$584,883.02	NO	Quotation Bid Validity not filled in;
16.	ALTUS INFORMATION AND COMMUNICATION TECHNOLOGY	N\$486,936.60	YES	

8. Price comparison for bids that are substantially responsive:

After Preliminary Evaluation the Evaluation Committee only considered those bids which were found to be substantially responsive as per Section 52 (9) of Public Procurement Act 15 of 2015.

Table 1: Price comparison of Substantially Responsive Bids

Item no.	Description of Goods	DUO SQUARED TECHNOLOGY	FOUR ZERO FOUR INVESTMENT	NAMLINK TRADING ENTERPRISES CC	TMU SUPPLY AND DELIVERY SERVICES	RL INVESTMENT CC	H THIRTY THREE INVESTMENT CC	GEE & SONS TRADING CC	ALTUS INFORMATION AND COMMUNICATION TECHNOLOGY
		Bidder 1	Bidder 2	Bidder 8	Bidder 9	Bidder 10	Bidder 12	Bidder 13	Bidder 16
		Price per unit NAD ¹	Price per unit NAD ¹	Price per unit NAD ⁷	Price per unit NAD ⁸	Price per unit NAD ¹	Price per unit NAD ¹¹	Price per unit NAD ¹²	Price per unit NAD ¹⁴
1	15.6" Dell Vostro 15 5510 or 15.6" HP Envy or 15.6" Huawei Matebook or Equivalent a) Microsoft Windows 10/11 Operating System b) Core i7 Processor c) 8GB RAM d) 500GB SSD e) Backlit Keyboard	N\$23,999.95	N\$29,000.00	N\$26,000.00	N\$18,455.90	N\$22,500.00	N\$18,150.00	N\$16,800.00	N\$22,726.14
2	Any 15.6" brand laptop a) Microsoft Windows 10/11 Operating System b) Core i9 Processor c) 16GB RAM d) 1TB SSD e) 4GB Graphics Card f) Backlit Keyboard	N\$49,999.95	N\$59,000.00	N\$84,499.00	N\$75,138.90	N\$78,000.00	N\$81,299.90	N\$49,700.00	N\$52,271.59

3	HP Pavilion G4 Laptop Battery	N\$799.95	N\$1,350.00	N\$-	N\$1,500.67	N\$1,500.00	N\$-	N\$1,390.00	N\$-
4	Pantum PC-210 Ink Cartridge For Pantum M6600NW Laser printer	N\$499.95	N\$780.00	N\$990.00	N\$1,300.89	N\$3,000.00	N\$2,750.00	N\$1,290.00	N\$892.05
5	Pantum PB-211 Toner Cartridge Black for P2500W, P2502W, M6550NW, M6600NW, M6552NW, M6602NW	N\$999.95	N\$1,120.00	N\$990.00	N\$1,300.89	N\$2,500.00	N\$1,291.50	N\$2,390.00	N\$1,817.05
6	MP201 SPF Ink Toner For MP 201 SPF Copy machine Printer	N\$799.95	N\$950.00	N\$558.80	N\$2,500.75	N\$2,000.00	N\$558.80	N\$1,390.00	N\$1,812.50
7	Canon Ink Cartridge 737 For Canon i-Sensys MF237W LaserJet Printer	N\$2,099.95	N\$1,950.00	N\$2,000.00	N\$1,802.99	N\$2,000.00	N\$2,467.30	N\$1,900.00	N\$664.77
8	Ink Cartridge 728 For Canon i-Sensys MF4550D Laser Printer	N\$999.95	N\$1,850.00	N\$1,999.00	N\$1,434.68	N\$1,200.00	N\$924.00	N\$1,699.00	N\$-
9	HP 918XL black For HP Office 8023 LaserJet Printer	N\$799.95	N\$700.00	N\$679.00	N\$790.56	N\$750.00	N\$462.00	N\$570.00	N\$1,812.50
10	HP 912XL cyan For HP Office 8023 LaserJet Printer	N\$199.95	N\$450.00	N\$340.00	N\$394.80	N\$715.00	N\$462.00	N\$339.00	N\$335.23
11	HP 912XL magenta For HP Office 8023 LaserJet Printer	N\$199.95	N\$450.00	N\$340.00	N\$394.80	N\$350.00	N\$462.00	N\$339.00	N\$335.23
12	HP 912XL yellow For HP Office 8023 LaserJet Printer	N\$199.95	N\$450.00	N\$340.00	N\$394.80	N\$350.00	N\$251.90	N\$339.00	N\$335.23
13	103 EcoTank Cyan Ink bottle For EPSON L3160	N\$199.95	N\$305.00	N\$220.00	N\$272.70	N\$2,500.00	N\$251.90	N\$239.00	N\$181.82
14	103 EcoTank Magenta ink bottle For EPSON L3160	N\$199.95	N\$305.00	N\$220.00	N\$272.70	N\$2,500.00	N\$251.90	N\$239.00	N\$181.82
15	103 EcoTank Yellow ink bottle For EPSON L3160	N\$199.95	N\$305.00	N\$220.00	N\$272.70	N\$2,500.00	N\$251.90	N\$239.00	N\$181.82
16	103 EcoTank Black Ink bottle For EPSON L3160	N\$199.95	N\$305.00	N\$260.00	N\$272.70	N\$2,500.00	N\$273.90	N\$270.00	N\$198.86

17	Black PG-440XL High Yield Ink Cartridge For Canon Pixma MX434 Printer	N\$499.95	N\$560.00	N\$600.00	N\$448.70	N\$1,000.00	N\$690.80	N\$339.00	N\$539.77
18	CL-441XL Color For Canon Pixma MX434 Printer	N\$399.95	N\$510.00	N\$560.00	N\$520.75	N\$1,000.00	N\$690.80	N\$369.00	N\$500.00
19	HP 912XL black For HP Office 8023 LaserJet Printer	N\$399.95	N\$680.00	N\$679.00	N\$644.27	N\$750.00	N\$924.00	N\$570.00	N\$-
20	HP 13X (Q2613X) Black High Yield Original LaserJet Toner Cartridge For HP LaserJet 1300 Printer	N\$2,899.95	N\$2,800.00	N\$-	N\$2,691.81	N\$3,500.00	N\$2,899.95	N\$2,490.00	N\$2,829.54
21	MLT-D111S Black Toner For Samsung Xpress M2070 Printer	N\$999.95	N\$1,100.00	N\$1,150.00	N\$1,003.75	N\$1,500.00	N\$1,480.60	N\$999.00	N\$10,215.91
22	Laptop Charger For DELL Inspiron 5759 (Service tag: G020NC2)	N\$499.95	N\$520.00	N\$650.00	N\$2,500.00	N\$2,500.00	N\$990.00	N\$790.00	N\$453.41
23	MS Office 2021 Professional Plus License	N\$3,999.95	N\$4,600.00	N\$-	N\$8,028.90	N\$5,500.00	N\$4,398.90	N\$11,999.00	N\$12,454.54
24	15" - 17" Inch Waterproof Laptop backpack	N\$599.95	N\$1,600.00	N\$1,420.00	N\$1,705.00	N\$1,500.00	N\$768.90	N\$1,290.00	N\$1,448.86
25	HD WiFi Projector with bag	N\$4,999.95	N\$13,000.00	N\$14,990.00	N\$20,843.90	N\$9,000.00	N\$2,530.00	N\$9,700.00	N\$9,659.09
26	USB WiFi Dongles (Wireless LAN Adapters)	N\$209.95	N\$200.00	N\$390.00	N\$820.00	N\$300.00	N\$254.00	N\$199.00	N\$386.36
27	Wireless Mouse/Keyboard Combo	N\$499.95	N\$400.00	N\$499.00	N\$547.60	N\$650.00	N\$402.00	N\$390.00	N\$566.45
28	13" - 17" Laptop cooling pad - complete with LED lighting	N\$499.95	N\$450.00	N\$1,299.00	N\$608.40	N\$1,500.00	N\$1,506.95	N\$1,290.00	N\$790.91

The bid evaluation further assessed (Table 2) the deviation of the Responsive bidder rates deviation from the trimmed average (i.e. 15% above or below trimmed average. (Trimmed Average than allows exorbitant or excessively low rates to be discarded).

Table 2: Trimmed Average per rate item

Item no.	"Trimmed Average "of bidders	DUO SQUARED TECHNOLOGY	FOUR ZERO FOUR INVESTMENT	NAMLINK TRADING ENTERPRISES CC	TMU SUPPLY AND DELIVERY SERVICES	RL INVESTMENT CC	H THIRTY THREE INVESTMENT CC	GEE & SONS TRADING CC	ALTUS INFORMATION AND COMMUNICATION TECHNOLOGY
1	N\$23,460.85	2%	24%	11%	-21%	-4%	-23%	-28%	-3%
2	N\$67,655.19	3%	-13%	25%	11%	15%	20%	-27%	-23%
3	N\$1,103.56	-28%	22%	-100%	36%	36%	-100%	26%	-100%
4	N\$1,469.52	-66%	-47%	-33%	-11%	104%	87%	-12%	-39%

5	N\$2,511.52	-60%	-55%	-61%	-48%	0%	-49%	-5%	-28%
6	N\$1,394.06	-43%	-32%	-60%	79%	43%	-60%	0%	30%
7	N\$2,024.31	4%	-4%	-1%	-11%	-1%	22%	-6%	-67%
8	N\$1,596.77	-37%	16%	25%	2%	-25%	-42%	6%	-100%
9	N\$1,006.49	-21%	-30%	-33%	-21%	-25%	-54%	-43%	80%
10	N\$446.51	-55%	1%	-24%	-12%	60%	3%	-24%	-25%
11	N\$413.33	-52%	9%	-18%	-4%	-15%	12%	-18%	-19%
12	N\$394.23	-49%	14%	-14%	0%	-11%	-36%	-14%	-15%
13	N\$480.68	-58%	-37%	-54%	-43%	420%	-48%	-50%	-62%
14	N\$478.86	-58%	-36%	-54%	-43%	422%	-47%	-50%	-62%
15	N\$474.38	-58%	-36%	-54%	-43%	427%	-47%	-50%	-62%
16	N\$488.43	-59%	-38%	-47%	-44%	412%	-44%	-45%	-59%
17	N\$643.81	-22%	-13%	-7%	-30%	55%	7%	-47%	-16%
18	N\$635.39	-37%	-20%	-12%	-18%	57%	9%	-42%	-21%
19	N\$685.75	-42%	-1%	-1%	-6%	9%	35%	-17%	-100%
20	N\$2,384.51	22%	17%	-100%	13%	47%	22%	4%	19%
21	N\$1,999.69	-50%	-45%	-42%	-50%	-25%	-26%	-50%	411%
22	N\$1,297.58	-61%	-60%	-50%	93%	93%	-24%	-39%	-65%

23	N\$5,893.39	-32%	-22%	-100%	36%	-7%	-25%	104%	111%
24	N\$1,225.15	-51%	31%	16%	39%	22%	-37%	5%	18%
25	N\$11,923.22	-58%	9%	26%	75%	-25%	-79%	-19%	-19%
26	N\$468.46	-55%	-57%	-17%	75%	-36%	-46%	-58%	-18%
27	N\$476.49	5%	-16%	5%	15%	36%	-16%	-18%	19%
28	N\$972.14	-49%	-54%	34%	-37%	54%	55%	33%	-19%

9. BEST EVALUATED BID(S):

Proposed award of supply and delivery contract:

The **Bid Evaluation Committee(BEC)** recommends that the user department purchase **ITEMS** within the **+15% and -15% Band** from the Substantially responsive **bidders(8)** by issuance of Purchase Orders. The bidders are as follows:

1. DUO SQUARED TECHNOLOGY(**Bidder 1**)
2. FOUR ZERO FOUR INVESTMENT(**Bidder 2**)
3. NAMLINK TRADING ENTERPRISES CC(**Bidder 8**)
4. TMU SUPPLY AND DELIVERY SERVICES(**Bidder 9**)
5. RL INVESTMENT CC(**Bidder 10**)
6. H THIRTY THREE INVESTMENT CC(**Bidder 12**)
7. GEE & SONS TRADING CC(**Bidder 13**)
8. ALTUS INFORMATION AND COMMUNICATION TECHNOLOGY (**Bidder 16**)