



## KAVANGO WEST REGIONAL COUNCIL

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Private Bag 6294  
**NKURENKURU**  
Namibia

08 August 2025

### NOTICE FOR SELECTION OF AWARD Section 55 (4) of Act) (Regulation 38 (1))

#### PART A

#### Notice to bidder selected for award

**To: Wato Mechanical services and Repair cc**

**RE: REQUEST TO SEEK APPROVAL FOR THE SUPPLY AND DELIVERY OF  
BUSINESS CARDS AND NAME TAGS, KAVANGO WEST REGION.  
PROCUREMENT REFERENCE NO: G/RFQ/KWRC-33/2025/26.**

- (a) Kindly note in terms of section 55 (4) (a) of the Public Procurement Act, 2015 (Act No.15 of 2015) as amended, you have been selected for the award of the above referenced bid.
- (b) You are informed that in the absence of any application for reconsideration in terms of Section 55 (4A) of the Public Procurement Act, 2015 (Act No.15 of 2015) as amended, of the selection for the award referred to in paragraph (a) within 7 days of this notice, the accounting officer of the Kavango West Regional Council will award the contract to you.
- (c) The period of 7 days referred to in paragraph (b) starts on **08 August 2025** and ends on **19 August 2025**.

#### PART B

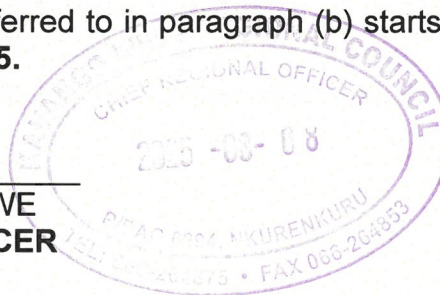
All official correspondences must be forwarded to the Chief Regional Officer

## Notice to bidders not selected for award

To: Savicky Investment cc

- (a) Pursuant to Section 55 (4) (b) of the Public Procurement Act, 2015 (Act No.15 of 2015), Kindly note that a bidder whose particulars are specified in PART A: **has been selected for award of PROCUREMENT REFERENCE NO: G/RFQ/KWRC-33/2025/26.**
- (b) The price offered by the bidder referred to in paragraph (a) is an amount of **N\$4,689.00.**
- (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/KWRC-33/2025/26**, attached hereto.
- (d) Kindly note that if you are not satisfied with the award made by the Kavango West Regional Council, you may make an application for the reconsideration of the selection made within **7 days** of this notice, and in the absence of an application for reconsideration, the accounting officer of the Kavango West Regional Council will award the contract to the person selected for the award.
- (e) The period of 7 days referred to in paragraph (b) starts on **08 August 2025** and ends on **19 August 2025.**

  
MATHEUS K. SINGAMBWE  
CHIEF REGIONAL OFFICER



08.08.2025  
DATE



## KAVANGO WEST REGIONAL COUNCIL



Ref: G/RFQ/KWRC- 33/2025/26

# EXECUTIVE SUMMARY OF BID EVALUATION REPORT FOR SUPPLY, DESIGN AND DELIVERY OF BUSINESS CARDS AND NAME TAGS FOR KAVANGO WEST REGIONAL COUNCIL STAFF MEMBERS

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### **Executive Summary of Bid Evaluation Report**

**Title: Provision of Supply, Design and Delivery of Business cards and name tags for Kavango West Regional Council staff members**

**Reference number of procurement: G/RFQ/KWRC 33/2025/26**

1. Scope of Contract: **Provision of Supply, Design and Delivery of Business cards and name tags for Kavango West Regional Council staff members.**
2. Procurement method used: **Request for Quotations.**
3. Date of Invitation of Bids: **01 July 2025.**
4. Closing date for submission of bids: **10 July 2025.**
5. Date and place of opening of bids: **10 July 2025, KWRC OFFICE NO.7**
6. Number of bids received by closing date: **4 (Four)**
7. Responsiveness of bids: **SATISFACTORY**

<b>Bidder' s Name</b>	<b>Pricing at Bid Opening N\$</b>	<b>Responsive or not responsive</b>	<b>Reasons why bid is not responsive</b>
Locatable Trading Enterprises cc	4,689.00	Not Responsive	Did not meet the specifications.
Hieroglyphics Trading Enterprises cc	4,570.60	Not Responsive	Social Security certificate not attached and Specification not met.
Mbavzola Trading cc	9,980.85	Responsive	N/A
Better Africa Investments (PTY) LTD	7,710.75	Non-responsive	Bidder did not meet the specifications.

8. Price comparison for bids that are substantially responsive

Name	A. Price at Bid Opening N\$	B. Price after Corrections	Rank
Mbavazola Trading cc	9,980.85	9,980.85	1

9. Best Evaluated Bid:

**Mbavazola Trading cc** is the responsive bidder with an amount of **N\$9,980.85** is therefore recommended in terms of Section 55 of the Public Procurement Act 2015, (Act 15 of 2015) as amended.