



# EXECUTIVE SUMMARY OF BID EVALUATION REPORT

(In terms of Section 55 (8) of the Public Procurement Act, 2015 (Act No. 15 of 2015))

**Project Title:** Supply and Delivery of MAC PRO 13 Laptop.

**Reference Number of Procurement:** G/RFQ/NPM88/2021-2022.

1. **Scope of Contract:** Supply and Delivery of MAC PRO 13 Laptop.
2. **Procurement method used:** Request for Sealed Quotation
3. **Date of Invitation of Bids:** 10 November 2021
4. **Closing date for submission of bids:** 06 December 2021
5. **Date and place of opening of bids:** 06 December 2021, NIPAM Campus
6. **Number of bids received by the closing date:** Four (4)
7. **Responsiveness of Bids:** Four (4) bidders submitted their bids.

## 7.1. Phase 1: Evaluation of Administrative and Legal Compliance (Mandatory Documents Requirements).

The table below illustrates the summary of bids in terms of responsiveness to mandatory documents during the first evaluation phase of administrative and legal compliance.

#	Bidder's Name	Compliant / Non-Compliant	Reasons Non-Compliant
1.	Gadgets Namibia	Compliant	Met all mandatory Requirement
2.	Globemaster Trading	Compliant	Met all mandatory Requirement
3.	Business Connexions Namibia	Compliant	Met all mandatory Requirement
4.	Prime Innovative Technologies	Compliant	Met all mandatory Requirement

Directors: George Simataa (Chairperson), Nashilongo K. Shivute (Vice-Chairperson), Petrus T. Nevonga, Theo Mberirua, Petrus Shigwele, Walde Ndevashiya, Heritha Muyoba, Evelyn Naris-Zimba, Delvaline Mowes.

Executive Director: Maria N. Nangolo

All official correspondence should be addressed to the Executive Director

## 8. Phase 2. Evaluation of Technical Proposal

The table below illustrates the bidder's technical evaluation compliance in response to the terms of reference (Scope of Work).

#	Bidder's Name	Required Minimum Score 100% representing (70% of the weightage)	Qualified / Not Qualified
1.	Gadgets Namibia	100%	Qualified
2.	Globemaster Trading	100%	Qualified
3.	Business Connexions Namibia	100%	Qualified
4.	Prime Innovative Technologies	100%	Qualified

## 9. Phase 3: Evaluation of Financial Proposal (Part 1)

The table below illustrates the evaluation performance of bidders after archiving the required minimum technical score, and thus had their financial proposals evaluated based on the below formula:  $[(\text{Budgeted Amount (45,012.01)} / \text{Quotation Amount}) * 100\%]$

Name	Proposed Amount (VAT Inclusive) N\$	Scored Points	Rank
Gadgets Namibia	33,498.99	176.79	1
Globemaster Trading	35,569.50	166.49	2
Business Connexions Namibia	39,097.70	151.47	3
Prime Innovative Technologies	39,412.80	150.26	4

Directors: George Simataa (Chairperson), Nashilongo K. Shivute (Vice-Chairperson), Petrus T. Nevonga, Theo Mberirua, Petrus Shigwele, Walde Ndevashiya, Heritha Muyoba, Evelyn Naris-Zimba, Delvaline Mowes.

Executive Director: Maria N. Nangolo

All official correspondence should be addressed to the Executive Director

## 10. Final Evaluations (Financial Part 2)

This table illustrates the final score of the highest top three bidders on the financial evaluations calculated based on the following weighted formula: [(Technical Score)\*70%]+[(Quotation "Financial Score Part 1")\*30%]

Name	Scored Points on Financial "Part 1"	Final Financial Score Points "Part 2"	Rank
Gadgets Namibia	176.79	123.03	1
Globemaster Trading	166.49	119.94	2
Business Connexions Namibia	151.47	115.44	3

## 11. Recommended Bid:

Based on the above evaluations, Gadgets Namibia scored the highest as clearly indicated above, with the lowest economical financial proposal of N\$33,498.99 is within the budget provision of N\$45,012.01 for this procurement activity.

This procurement will be awarded to **Gadgets Namibia** at **N\$33,498.99**.

Yours sincerely,

  
Ms Maria N. Nangolo  
Accounting Officer

Directors: George Simataa (Chairperson), Nashilongo K. Shivute (Vice-Chairperson), Petrus T. Nevonga, Theo Mberirua, Petrus Shigwele, Walde Ndevashiya, Heritha Muyoba, Evelyn Naris-Zimba, Delvaline Mowes.

Executive Director: Maria N. Nangolo

All official correspondence should be addressed to the Executive Director