



**Provision of Security Services at Agribank  
Head Office and Branches (Four (4) Years  
Period.**

Ref: NCS/ONB/AGRI-07/2024-2025

**EXECUTIVE SUMMARY OF BID EVALUATION  
REPORT**

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

**1. Scope of Contract:**

Provision of Security Services at Agribank Head Office and Branches (Four (4) Years Period

**2. Procurement method used:**

Open National Bidding

**3. Date of Invitation of Bids**

17 March 2025

**4. Closing date for submission of bids**

29 April 2025

**5. Date and place of opening of bids**

29 April 2025, 1<sup>st</sup> Floor, Agribank Building, 10 Post Street Mall

**6. Number of bids received by closing date:**

10

**7. Bids Received and Sites bid for:**

Bidder #	Bidder' s Name	Sites Bid for
1	Shikuvule Trading CC	Northern branch
2	Six Thousand Security Services	Northern and Otjeroku
3	Bertha Security Services	All 8 sites
4	PIS Security Services	H/O and Northern branch
5	Chief Nangolo Service CC	Northern branch
6	CIS Services CC	Head Office & Kavango
7	Amon Services CC	H/O, Northen & Kavango
8	Windhoek Security Services CC	H/O and Northern branch
9	African King Security Services	All 8 sites
10	Namibia Protection Services	All 8 sites

**8. Bidders Responsiveness**

**8.1 Bidder 1: Shikuvule Trading CC**

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$2,991,360.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
2	Mariental Branch;	\$752,640.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
3	Otjiwarongo Branch;	\$752,640.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
4	Northern Branch;	\$752,640.00	Responsive	Not Applicable
5	Kavango Branch;	\$2,243,520.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
6	Zambezi Branch;	\$752,640.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
7	Grootfontein Branch;	\$752,640.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
8	Gobabis Branch;	\$752,640.00	Not Responsive	Bidder did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.

## 8.2 Bidder 2: Six Thousand Security Services

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;		Not Responsive	The bidder did not bid for this location.
2	Mariental Branch;		Not Responsive	The bidder did not bid for this location.
3	Otjiwarongo Branch;	\$696,816.00	Not Responsive	Not Applicable
4	Northern Brach;	\$743,040.00	Responsive	Not Applicable
5	Kavango Branch;		Not Responsive	The bidder did not bid for this location.
6	Zambezi Branch;		Not Responsive	The bidder did not bid for this location.
7	Grootfontein Branch;		Not Responsive	The bidder did not bid for this location.
8	Gobabis Branch;		Not Responsive	The bidder did not bid for this location.

## 8.3 Bidder 3: Bertha Security Services

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,393,440.00	Responsive	Not Applicable
2	Mariental Branch;	\$479,760.00	Responsive	Not Applicable
3	Otjiwarongo Branch;	\$479,760.00	Responsive	Not Applicable
4	Northern Brach;	\$479,760.00	Responsive	Not Applicable
5	Kavango Branch;	\$1,074,480.00	Responsive	Not Applicable
6	Zambezi Branch;	\$479,760.00	Responsive	Not Applicable
7	Grootfontein Branch;	\$479,760.00	Responsive	Not Applicable
8	Gobabis Branch;	\$479,760.00	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises, the office in place was found to be a temporary setup as per ITB 5.5 (c) (A) Standard Assets

**8.4 Bidder 4: PIS Security Services**

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,501,440.00	Responsive	Not Applicable
2	Mariental Branch;	\$375,360.00	Not Responsive	The Bidder attended Agribank briefing session and we inspected the bidder's premises. The bidders' office was found to be a temporary setup. Upon second inspection, the temporary setup was removed and therefore did not comply with the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).
3	Otjiwarongo Branch;	\$375,360.00	Not Responsive	The Bidder attended Agribank briefing session and we inspected the bidder's premises. The bidders' office was found to be a temporary setup. Upon second inspection, the temporary setup was removed and therefore did not comply with the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).
4	Northern Brach:	\$375,360.00	Responsive	Not Applicable
5	Kavango Branch;	\$ 1,126,080.00	Responsive	Not Applicable
6	Zambezi Branch;	\$375,360.00	Not Responsive	The Bidder attended Agribank briefing session and we inspected the bidder's premises. The bidders' office

				was found to be a temporary setup and therefore did not comply with the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).
7	Grootfontein Branch;	\$375,360.00	Not Responsive	The Bidder attended Agribank briefing session and we inspected the bidder's premises. The bidders' office was found to be a temporary setup and therefore did not comply with the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).
8	Gobabis Branch;	\$375,360.00	Not Responsive	The Bidder attended Agribank briefing session and we inspected the bidder's premises. The bidders' office was found to be a temporary setup. Upon second inspection, the temporary setup was removed and therefore did not comply with the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).

#### 8.5 Bidder 5: Chief Nangolo Service CC

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;		Not Responsive	The bidder did not bid for this location.
2	Mariental Branch;		Not Responsive	The bidder did not bid for this location.
3	Otjiwarongo Branch;		Not Responsive	The bidder did not bid for this location.

4	Northern Brach;	\$2,425,210.56	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises as per ITB 5.5 (c) 5.51, No operational office could be located in North.
5	Kavango Branch;		Not Responsive	The bidder did not bid for this location.
6	Zambezi Branch;		Not Responsive	The bidder did not bid for this location.
7	Grootfontein Branch;		Not Responsive	The bidder did not bid for this location.
8	Gobabis Branch;		Not Responsive	The bidder did not bid for this location.

#### 8.6 Bidder 6: CIS Services CC

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,642,752.00	Responsive	Not Applicable
2	Mariental Branch;		Not Responsive	The bidder did not bid for this location.
3	Otjiwarongo Branch;		Not Responsive	The bidder did not bid for this location.
4	Northern Brach:		Not Responsive	The bidder did not bid for this location.
5	Kavango Branch;	\$1,198,584.00	Not Responsive	Bidders did not attend the compulsory briefing session, as per ITB 8.1 and therefore were disqualified to bid for this location.
6	Zambezi Branch;		Not Responsive	The bidder did not bid for this location.
7	Grootfontein Branch;		Not Responsive	The bidder did not bid for this location.
8	Gobabis Branch;		Not Responsive	The bidder did not bid for this location.

**8.7 Bidder 7: Amon Services CC**

Bidder No.	Bidder' s Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,719,360.00	Responsive	Not Applicable
2	Mariental Branch;		Not Responsive	The bidder did not bid for this location.
3	Otjiwarongo Branch;		Not Responsive	The bidder did not bid for this location.
4	Northern Brach:	\$429,840.00	Not Responsive	The bidder does not have an office at Ondangwa, Oshakati or Ongwediva. The bidder has set up a temporary office in the house. In addition, the office was not branded as per ITB 5.5 (c) 5.51.
5	Kavango Branch;	\$1,287,360.00	Responsive	Not Applicable
6	Zambezi Branch;		Not Responsive	The bidder did not bid for this location.
7	Grootfontein Branch;		Not Responsive	The bidder did not bid for this location.
8	Gobabis Branch;		Not Responsive	The bidder did not bid for this location.

**8.8 Bidder 8: Windhoek Security Services CC**

Bidder No.	Bidder' s Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$2,592,000.00	Responsive	Not Applicable
2	Mariental Branch;		Not Responsive	The bidder did not bid for this location.
3	Otjiwarongo Branch;		Not Responsive	The bidder did not bid for this location.
4	Northern Brach:	\$324,000.00	Not Responsive	No inspection was carried out as there was no official from the bidder to coordinate the inspection at North, as per ITB 5.5 ( c) 5.51, No operational offices at North.

5	Kavango Branch;		Not Responsive	The bidder did not bid for this location.
6	Zambezi Branch;		Not Responsive	The bidder did not bid for this location.
7	Grootfontein Branch;		Not Responsive	The bidder did not bid for this location.
8	Gobabis Branch;		Not Responsive	The bidder did not bid for this location.

#### 8.9 Bidder 9: African King Security Services

Bidder No.	Bidder' s Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,241,555.52	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises, the office did not comply with the requirements as it was not branded as per the compulsory requirement on the scoring criteria, ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office).
2	Mariental Branch;	\$364,379.52	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises as per the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office)., No operational office was found in Mariental. Bidders' representative disclosed that they don't have an office in Mariental.
3	Otjiwarongo Branch;	\$364,379.52	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises as per the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office). No operational office was found in Otjiwarongo. Bidders' representative disclosed that

				they have only guards but no office.
4	Northern Brach:	\$364,379.52	Not Responsive	Bidder attended Agribank briefing session, upon inspection the bidder's premises as per ITB 5.5 (c) 5.5.1, No operational office could be located at North.
5	Kavango Branch;	\$949,163.52	Not Responsive	Bidders did not attend the compulsory briefing session, as per ITB 8.1 and therefore were disqualified to bid for this location.
6	Zambezi Branch;	\$364,379.52	Not Responsive	Bidders did not attend the compulsory briefing session, as per ITB 8.1 and therefore was disqualified to bid for this location.
7	Grootfontein Branch;	\$364,379.52	Not Responsive	Bidder attended Agribank briefing session, upon inspecting the bidder's premises as per the compulsory requirement on the scoring criteria as per ITB 5.5 (c) (A) Standard Assets and as per ITB 5.5 (c) (5.5.1 Branded Office). No operational office was found in Grootfontein. Bidders' representative disclosed that they don't have an office in Grootfontein but only in Tsumeb.
8	Gobabis Branch;	\$364,379.52	Not Responsive	Bidder attended the Agribank briefing session, but no operational offices in Gobabis


#### 8.10 Bidder 10: Namibia Protection Services

Bidder No.	Bidder's Name	Bid Price	Responsive or not responsive	Reasons why bid is not responsive
1	Head Office;	\$1,667,122.56	Responsive	Not Applicable
2	Mariental Branch;	\$431,360.64	Responsive	Not Applicable
3	Otjiwarongo Branch;	\$431,360.64	Responsive	Not Applicable

4	Northern Brach:	\$431,360.64	Not Responsive	The bidder failed to attend the compulsory debriefing and inspection meeting held at Agribank premises, as per ITB 8.1.
5	Kavango Branch;	\$1,255,201.92	Responsive	Not Applicable
6	Zambezi Branch;	\$431,360.64	Responsive	Not Applicable
7	Grootfontein Branch;	\$431,360.64	Responsive	Not Applicable
8	Gobabis Branch;		Responsive	Not Applicable

**9. Technical Evaluation will follow:**

HEAD OFFICE									
Evaluation Matrix - Summary of Scores									
TENDERER NAME	Tender Price (ex VAT) difference from lowest compliant price (S)	Financial Score [(The lowest Cost Proposal x 2)/(Bid Cost Proposal)]	FINANCIAL WEIGHTING RANK	Bertha Security Services	PIS Security Services	CIS Security Services	Anon Security Services	Windhoek Security Services	Namibia Protection Services
				Score	Score	Score	Score	Score	Score
Scoring criteria	Weight (%)	(a)	(b)	Weighted Score		Weighted Score		Weighted Score	
				(b) x (a)	(b)	(b) x (a)	(b)	(b) x (a)	(b)
ADMINISTRATIVE AND LEGAL CRITERIA	5%	5%	5	0.25	5	0.25	5	0.25	5
	1%	1%	1	0.01	1	0.01	1	0.01	1
	1%	1%	1	0.01	1	0.01	1	0.01	1
	1%	1%	1	0.01	1	0.01	1	0.01	1
	1%	1%	1	0.01	1	0.01	1	0.01	1
	1%	1%	1	0.01	1	0.01	1	0.01	1
	65%	65%	65	9.75	65	7.75	56.6	8.25	65
	25%	25%	25	6.25	25	6.25	25	6.25	25
	5%	5%	5	0.25	5	0.00	5	0.25	5
	5%	5%	5	0.25	5	0.25	0	0.25	5
TECHNICAL CRITERIA	15%	15%	15	2.25	15	0.75	15	0.75	15
	5%	5%	5	0.25	5	0.25	1.6	0.25	3
	5%	5%	5	0.25	5	0.25	5	0.25	5
	5%	5%	5	0.25	5	0.00	5	0.25	0
	30%	30%	30	2.36	30	1.20	30	2.80	22
	2%	2%	2	0.04	2	0.00	2	0.00	2
	2%	2%	2	0.04	2	0.20	2	0.20	2
	8%	8%	8	0.64	8	0.00	8	0.80	0
	8%	8%	8	0.64	8	0.00	8	0.80	8
	10%	10%	10	1.00	10	1.00	10	1.00	10
100%				100	100	72	91.6	98	85
Quality Score (%)				12.36	11.50	9.20	11.08	11.30	11.85
QUALITY WEIGHTING RANK				1	3	6	5	4	2
OVERALL SCORE FOR TENDER				14.36	13.36	10.90	12.70	12.38	13.52
OVERALL RANK				1	3	6	4	5	2

MARIENTAL		Evaluation Matrix - Summary of Scores			
		TENDERER NAME		Bertha Security Services	Namibia Protection Services
		Tender Price (ex VAT)		\$ 479,760.00	\$ 431,360.64
		difference from lowest compliant price (\$)		\$ 48,399.36	\$ -
Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]				1.80	2.00
FINANCIAL WEIGHTING RANK		2		1	
Scoring criteria	Weight (%)	Score (0 - 10)	Weighted Score	Score (0 - 10)	Weighted Score
	(a)	(b)	(b) x (a)	(b)	(b) x (a)
<b>TECHNICAL CRITERIA</b>	<b>65%</b>	65	8.25	53	7.65
Compliance with the list of major items of equipment inspected to carry out the contract;	25%	25	6.25	25	6.25
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.	5%	5	0.25	5	0.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years;	5%	5	0.25	0	0.00
_Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.	15%	15	0.75	15	0.75
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).	5%	5	0.25	3	0.15
Provide proof of 10 years' company general experience in the security industry (attach proof).	5%	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.	5%	5	0.25	0	0.00
<b>FINANCIAL CRITERIA</b>	<b>30%</b>	30	2.84	22	1.72
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.	2%	2	0.20	2	0.04
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;	2%	2	0.20	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.	8%	8	0.80	0	0.00
Bidder to provide proof of working capital to the value of N\$100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.	8%	8	0.64	8	0.64
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be	10%	10	1.00	10	1.00
	100%	100		80	
Quality Score (%)		11.34		9.62	
QUALITY WEIGHTING RANK		1		2	
OVERALL SCORE FOR TENDER		13.14		11.62	
OVERALL RANK		1		2	

**OTJIWARONGO**

## Evaluation Matrix - Summary of Scores



TENDERER NAME		Bertha Security Services		Namibia Protection Services	
Tender Price (ex VAT)		\$ 479,760.00		\$ 431,360.64	
difference from lowest compliant price (\$)		\$ 48,399.36		\$ -	
Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]		1.80		2.00	
FINANCIAL WEIGHTING RANK		2		1	
Scoring criteria	Weight (%)	Score	Weighted Score	Score	Weighted Score
	(a)	(b)	(b) x (a)	(b)	(b) x (a)
<b>ADMINISTRATIVE AND LEGAL CRITERIA</b>		<b>5</b>	<b>0.25</b>	<b>5</b>	<b>0.25</b>
Bid Submission form	1%	1	0.01	1	0.01
Bid Securing declaration	1%	1	0.01	1	0.01
Priced Activity Schedule;	1%	1	0.01	1	0.01
Qualification Information form	1%	1	0.01	1	0.01
Submission of signed Power of Attorney/Delegation of Authority.	1%	1	0.01	1	0.01
<b>TECHNICAL CRITERIA</b>		<b>65</b>	<b>9.75</b>	<b>53</b>	<b>9.15</b>
Compliance with the list of major items of equipment inspected to carry out the contract;	25%	25	6.25	25	6.25
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.	5%	5	0.25	5	0.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years;	5%	5	0.25	0	0.00
_Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.	15%	15	2.25	15	2.25
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).;	5%	5	0.25	3	0.15
Provide proof of 10 years' company general experience in the security industry (attach proof).	5%	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.	5%	5	0.25	0	0.00
<b>FINANCIAL CRITERIA</b>		<b>30</b>	<b>2.36</b>	<b>22</b>	<b>1.88</b>
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.	2%	2	0.04	2	0.04
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;	2%	2	0.04	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.	8%	8	0.64	0	0.00
Bidder to provide proof of working capital to the value of N\$100, 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.	8%	8	0.64	8	0.80
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be covered.	10%	10	1.00	10	1.00
<b>100%</b>		<b>100</b>		<b>80</b>	
Quality Score (%)		<b>12.36</b>		<b>11.28</b>	
QUALITY WEIGHTING RANK		<b>1</b>		<b>2</b>	
OVERALL SCORE FOR TENDER		<b>14.16</b>		<b>13.28</b>	
OVERALL RANK		<b>1</b>		<b>2</b>	

ONGWEDIVA										
Evaluation Matrix - Summary of Scores										
Scoring criteria	TENDERER NAME		Shikwanda Trading CC		Six Thousand Security Services		Bertha Security Services		PIS Security Services	
	Tender Price (ex VAT)		752,640.00		743,040.00		479,760.00		375,360.00	
	difference from lowest compliant price (S)		377,280.00		367,680.00		104,400.00		5	
	Financial Score [(The Lowest Cost Proposal x 2)/(Bid Cost Proposal)]		1.27		1.01		1.56		2.00	
	FINANCIAL WEIGHTING RANK		3		4		2		1	
Weight (%)		Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score	Weighted Score	Score
(a)		(b)	(b) x (a)	(b)	(b) x (a)	(b)	(b) x (a)	(b)	(b) x (a)	(b)
<b>ADMINISTRATIVE AND LEGAL CRITERIA</b>										
Bid Submission form		5%	5	0.25	5	0.25	5	0.25	5	0.25
Bid Securing declaration		1%	1	0.01	1	0.01	1	0.01	1	0.01
Priced Activity Schedule		1%	1	0.01	1	0.01	1	0.01	1	0.01
Qualification information form		1%	1	0.01	1	0.01	1	0.01	1	0.01
Submission of signed Power of Attorney/Delegation of Authority.		1%	1	0.01	1	0.01	1	0.01	1	0.01
<b>TECHNICAL CRITERIA</b>										
Compliance with the list of major items of equipment inspected to carry out the contract.		65%	57.3	9.25	18.055	0.90	63.8	9.57	65	9.75
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.		25%	25	6.25	0	0.00	25	6.25	25	6.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years.		5%	5	0.25	5	0.25	5	0.25	5	0.25
Provide proof of footprint in towns/city where bidder is bidding for Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.		5%	5	0.25	5	0.25	5	0.25	5	0.25
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).		15%	13.8	2.07	0	0.00	13.8	2.07	15	2.25
Provide proof of 10 years' company general experience in the security industry (attach proof).		5%	5	0.25	5	0.25	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.		5%	3.5	0.18	3.1	0.15	5	0.25	5	0.25
<b>FINANCIAL CRITERIA</b>										
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.		30%	2	0.04	10	0.68	30	2.36	30	2.36
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof;		2%	0	0.00	0	0.00	2	0.04	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years, and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.		2%	2	0.04	2	0.04	2	0.04	2	0.04
Bidder to provide proof of working capital to the value of NS100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.		8%	0	0.00	8	0.64	8	0.64	8	0.64
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be covered.		10%	0	0.00	0	0.00	10	1.00	10	1.00
<b>QUALITY WEIGHTING RANK</b>		100%	64.3	9.54	33.055	1.83	98.8	12.18	100	12.36
<b>OVERALL SCORE FOR TENDER</b>			10.81	2.84	4	13.74	2	14.36	1	
<b>Comments</b>			3	4	2	1				


**KATIMA-MULILO**
**Evaluation Matrix - Summary of Scores**


TENDERER NAME		Bertha Security Services		Namibia Protection Services	
Tender Price (ex VAT)		\$ 479,760.00		\$ 431,360.64	
difference from lowest compliant price (\$)		\$ 48,399.36		\$ -	
Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]		1.80		2.00	
FINANCIAL WEIGHTING RANK		2		1	
Scoring criteria	Weight (%)	Score	Weighted Score	Score	Weighted Score
	(a)	(b)	(b) x (a)	(b)	(b) x (a)
<b>ADMINISTRATIVE AND LEGAL CRITERIA</b>		5	0.25	5	0.25
Bid Submission form	1%	1	0.01	1	0.01
Bid Securing declaration	1%	1	0.01	1	0.01
Priced Activity Schedule;	1%	1	0.01	1	0.01
Qualification Information form	1%	1	0.01	1	0.01
Submission of signed Power of Attorney/Delegation of Authority.	1%	1	0.01	1	0.01
<b>TECHNICAL CRITERIA</b>		65	9.75	53	9.15
Compliance with the list of major items of equipment inspected to carry out the contract.	25%	25	6.25	25	6.25
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.	5%	5	0.25	5	0.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years.	5%	5	0.25	0	0.00
_Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.	15%	15	2.25	15	2.25
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).	5%	5	0.25	3	0.15
Provide proof of 10 years' company general experience in the security industry (attach proof).	5%	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.	5%	5	0.25	0	0.00
<b>FINANCIAL CRITERIA</b>		30	2.36	22	1.72
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.	2%	2	0.04	2	0.04
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof;	2%	2	0.04	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.	8%	8	0.64	0	0.00
Bidder to provide proof of working capital to the value of N\$100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.	8%	8	0.64	8	0.64
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the	10%	10	1.00	10	1.00
100%		100		80	
Quality Score (%)		12.36		11.12	
QUALITY WEIGHTING RANK		1		2	
OVERALL SCORE FOR TENDER		14.16		13.12	
OVERALL RANK		1		2	

Evaluation Matrix - Summary of Scores												
RUNDU	TENDERER NAME		Bertha Security Services		PIS Security Services		CIS Security Services		Amari Security Services		Namibia Protection Services	
	Tender Price (ex VAT)		\$	1,074,480.00	\$	1,126,080.00	\$	1,198,584.00	\$	1,287,340.00	\$	1,255,201.92
	difference from lowest compliant price (\$)		\$	-	\$	51,600.00	\$	124,104.00	\$	212,880.00	\$	180,721.92
	Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]		2.00		1.91		1.79		1.67		1.71	
FINANCIAL WEIGHTING RANK			1		2		3		5		4	
Scoring criteria			Score (0-10)	Weighted Score (b) x (a)	Score (0-10)	Weighted Score (b) x (a)	Score (0-10)	Weighted Score (b) x (a)	Score (0-10)	Weighted Score (b) x (a)	Score (0-10)	Weighted Score (b) x (a)
ADMINISTRATIVE AND LEGAL CRITERIA			5	0.25	5	0.25	5	0.25	5	0.25	5	0.25
Bid Submission form			1	0.01	1	0.01	1	0.01	1	0.01	1	0.01
Bid Securing declaration			1	0.01	1	0.01	1	0.01	1	0.01	1	0.01
Priced Activity Schedule			1	0.01	1	0.01	1	0.01	1	0.01	1	0.01
Qualification Information form			1	0.01	1	0.01	1	0.01	1	0.01	1	0.01
Submission of signed Power of Attorney/Delegation of Authority			1	0.01	1	0.01	1	0.01	1	0.01	1	0.01
TECHNICAL CRITERIA			65	9.75	61.8	9.07	37.4	5.51	43.8	5.08	53	9.15
Compliance with the list of major items of equipment inspected to carry out the contract.			25	6.25	23	5.75	14	3.50	17	4.25	25	6.25
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.			5	0.25	5	0.25	0	0.00	5	0.25	5	0.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years.			5	0.25	5	0.25	5	0.25	0	0.00	0	0.00
Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.			15	2.25	13.8	2.07	8.4	1.26	10.2	0.00	15	2.25
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).			5	0.25	5	0.25	5	0.25	1.6	0.08	3	0.15
Provide proof of 10 years' company general experience in the security industry (attach proof).			5	0.25	5	0.25	5	0.25	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.			5	0.25	5	0.25	0	0.00	5	0.25	0	0.00
FINANCIAL CRITERIA			30	2.36	30	2.36	12	1.04	30	2.36	22	1.72
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.			2	0.04	2	0.04	0	0.00	2	0.04	2	0.04
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and,			2	0.04	2	0.04	2	0.04	2	0.04	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.			8	0.64	8	0.64	0	0.00	8	0.64	0	0.00
Bidder to provide proof of working capital to the value of N\$100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.			8	0.64	8	0.64	0	0.00	8	0.64	8	0.64
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be covered.			10	1.00	10	1.00	10	1.00	10	1.00	10	1.00
QUALITY WEIGHTING RANK			100	12.36	96.8	11.68	54.4	6.80	78.8	7.69	80	11.12
OVERALL SCORE FOR TENDER			14.36		13.59		8.59		9.36		12.83	
OVERALL RANK			1		2		5		4		3	

**GROOTFONTEIN**
**Evaluation Matrix - Summary of Scores**


TENDERER NAME		Bertha Security Services		Namibia Protection Services	
Tender Price (ex VAT)		\$ 479,760.00		\$ 431,360.64	
difference from lowest compliant price (\$)		\$ 48,399.36		\$ -	
Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]		1.80		2.00	
FINANCIAL WEIGHTING RANK		2		1	
Scoring criteria	Weight (%)	Score (0 - 10)	Weighted Score	Score (0 - 10)	Weighted Score
	(a)	(b)	(b) x (a)	(b)	(b) x (a)
<b>ADMINISTRATIVE AND LEGAL CRITERIA</b>	<b>5%</b>	<b>5</b>	<b>0.25</b>	<b>5</b>	<b>0.25</b>
Bid Submission form	1%	1	0.01	1	0.01
Bid Securing declaration.	1%	1	0.01	1	0.01
Priced Activity Schedule.	1%	1	0.01	1	0.01
Qualification Information form .	1%	1	0.01	1	0.01
Submission of signed Power of Attorney/Delegation of Authority.	1%	1	0.01	1	0.01
<b>TECHNICAL CRITERIA</b>	<b>65%</b>	<b>65</b>	<b>9.75</b>	<b>53</b>	<b>9.15</b>
Compliance with the list of major items of equipment inspected to carry out the contract;	25%	25	6.25	25	6.25
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.	5%	5	0.25	5	0.25
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years.	5%	5	0.25	0	0.00
Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.	15%	15	2.25	15	2.25
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).;	5%	5	0.25	3	0.15
Provide proof of 10 years' company general experience in the security industry (attach proof).	5%	5	0.25	5	0.25
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.	5%	5	0.25	0	0.00
<b>FINANCIAL CRITERIA</b>	<b>30%</b>	<b>30</b>	<b>2.36</b>	<b>22</b>	<b>1.72</b>
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.	2%	2	0.04	2	0.04
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General	2%	2	0.04	2	0.04
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.	8%	8	0.64	0	0.00
Bidder to provide proof of working capital to the value of N\$100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.	8%	8	0.64	8	0.64
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be covered.	10%	10	1.00	10	1.00
	100%	100		80	
Quality Score (%)		12.36		11.12	
QUALITY WEIGHTING RANK		1		2	
OVERALL SCORE FOR TENDER		14.16		13.12	
OVERALL RANK		1		2	

 AGRIBANK OF NAMIBIA Your off Season Bank		TENDERER NAME		Namibia Protection Services	
		Tender Price (ex VAT)		\$ 431,360.64	
		difference from lowest compliant price (\$)		#REF!	
		Financial Score [(The Lowest Cost Proposal x 2)/Bid Cost Proposal]]		2.00	
		FINANCIAL WEIGHTING RANK		1	
Scoring criteria		Weight (%)	Score	Weighted Score	
		(a)	(b)	(b) x (a)	
ADMINISTRATIVE AND LEGAL CRITERIA		5%	5	0.25	
Bid Submission form		1%	1	0.01	
Bid Securing declaration		1%	1	0.01	
Priced Activity Schedule;		1%	1	0.01	
Qualification Information form		1%	1	0.01	
Submission of signed Power of Attorney/Delegation of Authority.		1%	1	0.01	
TECHNICAL CRITERIA		65%	58	9.40	
Compliance with the list of major items of equipment inspected to carry out the contract;		25%	25	6.25	
Proof of a minimum grade 8 qualification for the key Shift Supervisor proposed for the Contract at each town/city.		5%	5	0.25	
The minimum experience of key Shift Supervisor proposed for the contract at each town/city should be 5 years;		5%	5	0.25	
Provide proof of footprint in towns/city where bidder is bidding for. Footprints include but not limited to established offices, movable assets and security equipment. Agribank reserves the right to visit such establishments for verification purposes.		15%	15	2.25	
Provide proof of similar services provided to at least three (3) State owned companies or Government Ministries (attach proof).		5%	3	0.15	
Provide proof of 10 years' company general experience in the security industry (attach proof).		5%	5	0.25	
A list of employees of the company registered with SSC, the list should come from SSC and on SSC letterhead.		5%	0	0.00	
FINANCIAL CRITERIA		30%	22	2.20	
Information regarding any litigation, current or during the last five years, in which the Bidder is involved.		2%	2	0.20	
An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;		2%	2	0.20	
The Bidder must submit audited financial statements for the past 3 financial years; and such statements must show its income statements, balance sheets, cash-flows and solvency position; For Closed Corporations it should be signed off by an Accounting Officer, and for PTY's it should be audited.		8%	0	0.00	
Bidder to provide proof of working capital to the value of N\$100 000 in the form of proof of funds from the bank or pre-approval facility from a bank. In the form of a commitment letter from the bank.		8%	8	0.80	
Provide proof of insurance cover with a minimum value of 5 million that the bidder can cover in case of negligence by the bidder. The proof should clearly identify the type of insurances that can be covered.		10%	10	1.00	
		100%	85		
		Quality Score (%)	11.85		
		QUALITY WEIGHTING RANK	1		
		OVERALL SCORE FOR TENDER	13.85		
		OVERALL RANK	1		

**BID Evaluation Matrix - Recommendation**

Item No	LOCATION	Bidder Name	Ranking	Score	Bid Prices (VAT EXCL)	Recommendation for Award
1	Head Office; 10 Post Street Mall, Windhoek, Khomas Region	Bertha Security Services	1	100	\$ 1,393,440.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder overall scored the highest and is therefore recommended to be awarded the bid for the provision of security services at the Head Office, as per their bid price.
2	Marietal Branch; Cymot Building, C/o Kalahari and Park Street, Hardab Region	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at the Southern branch, as per their bid price.
3	Otjoroku Branch; 13 Dr Hage Geingob Street, Otjivarongo, Otjozondjupa Region	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at Otjoroku branch, as per their bid price.
4	Northern Branch; Marula St, Malarani Complex Unit 3, Ongwenda, Oshana Region.	PIS Security Services	1	100	\$ 375,360.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder overall scored the highest and is therefore recommended to be awarded the bid for the provision of security services at the Northern branch, as per their bid price.
5	Kavango Branch; Maria Mwingere Road, Agribank Building, Kavango East Region	Bertha Security Services	1	100	\$ 1,074,480.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder overall scored is therefore recommended to be awarded the bid for the provision of security services at Kavango branch, as per their bid price.
6	Zambezi Branch; Dr Hage Geingob Street, Kalima Mulilo, Zambezi Region	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at Zambezi branch, as per their bid price.
7	Grootfontein Branch; Shop No. 06, Otjivanda Mall, Grootfontein, Otjozondjupa Region	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at Grootfontein branch, as per their bid price.
8	Gobabis Branch; Cymot Building, C/o Kalahari and Park Street, Gobabis Omaheke	Namibia Protection Services	1	85	\$ 431,360.64	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder is therefore recommended to be awarded the bid for the provision of security services at Gobabis branch, as per their bid price.

**10. Conclusion on Evaluated Bids:**

We recommend the award of this contract to the bidder that submitted the lowest evaluated substantially responsive bid and that meets the qualification criteria as specified in the bid document.

**11. Recommendation for Awards:**

BID Evaluation Matrix – Recommendation						
Item No	LOCATION	Bidder Name	Ranking	Score	Bid Prices	Recommendation for Award
1	Head Office;	Bertha Security Services	1	100	\$1,393,440.00	Based on technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder overall scored the highest and is therefore recommended to be awarded the bid for the provision of security services at the Head Office, as per their bid price.
2	Southern Branch;	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at the Southern branch, as per their bid price.
3	Otjeroku Branch;	Bertha Security Services	1	100	\$ 479,760.00	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and

						overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at Otjeroku branch, as per their bid price.
<b>4</b>	<b>Northern Branch:</b>	<b>PLS Security Services</b>	<b>1</b>	<b>100</b>	<b>\$ 375,360.00</b>	Based on technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder overall scored the highest and is therefore recommended to be awarded the bid for the provision of security services at the Northern branch, as per their bid price.
<b>5</b>	<b>Kavango Branch;</b>	<b>Bertha Security Services</b>	<b>1</b>	<b>100</b>	<b>\$1,074,480.00</b>	Based on technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder's overall score is therefore recommended to be awarded the bid for the provision of security services at the Kavango branch, as per their bid price.

<b>6</b>	<b>Zambezi Branch;</b>	<b>Bertha Security Services</b>	<b>1</b>	<b>100</b>	<b>\$ 479,760.00</b>	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at Zambezi branch, as per their bid price.
<b>7</b>	<b>Grootfontein Branch;</b>	<b>Bertha Security Services</b>	<b>1</b>	<b>100</b>	<b>\$ 479,760.00</b>	Based on the technical, administrative and financial assessment, the bidder was found to be the most responsive on technical criteria and overall scored the highest. The bidder is therefore recommended to be awarded the bid for the provision of security services at the Grootfontein branch, as per their bid price.
<b>8</b>	<b>Gobabis Branch;</b>	<b>Namibia Protection Services</b>	<b>1</b>	<b>85</b>	<b>\$ 431,360.64</b>	Based on technical, administrative and financial assessment, the bidder was found to be the most responsive bidder on both technical and financial criteria. The bidder is therefore recommended to be awarded the bid for the provision of security services at the Gobabis branch, as per their bid price.