



Private Bag 1 2003 Windhoek Namibia | (Tel) +264 83 235 2100 | (Web) <http://www.ncaa.com.na>

EXECUTIVE SUMMARY OF BID EVALUATION REPORT

Ref: G/ONB/NCAA-02/2025/26

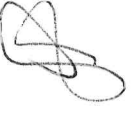
SUBJECT: G/ONB/NCAA-02/2026/27 – PROCUREMENT FOR THE SUPPLY AND DELIVERY, IMPLEMENTATION, COMMISSIONING AND PAYROLL ERP SYSTEM, COMPRISING ONE (1) YEAR FOR IMPLEMENTATION AND TWO (2) YEARS OF POST-IMPLEMENTATION SUPPORT FOR NAMIBIA CIVIL AVIATION AUTHORITY

Board Members: Ms. Loide Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson), Mr. Josef Shipepe, Mr. Edward N Kaffita, Mr. John Shimaneni, Mr. Edson E Isaacks, Mr. Sam H Nekaro, Ms. Toska Sem (Executive Director)

G/ONB/NCAA-02/2026/27 – PROCUREMENT FOR THE SUPPLY AND DELIVERY, IMPLEMENTATION, COMMISSIONING AND PAYROLL ERP SYSTEM, COMPRISING ONE (1) YEAR FOR IMPLEMENTATION AND TWO (2) YEARS OF POST-IMPLEMENTATION SUPPORT FOR NAMIBIA CIVIL AVIATION AUTHORITY

1. Scope of Contract: Procurement for the supply and delivery, Implementation, Commissioning and Payroll ERP System, Comprising one (1) year for implementation and two (2) years of post-implementation support for Namibia Civil Aviation Authority.
2. Procurement method used: Open National Bidding
3. Date of Invitation of Bids: 02 April 2026
4. Closing date for submission of bids: 05 May 2026 at 11h00
5. Date and place of opening of bids: 05 May 2026 at 11h15 NCAA head office
6. Number of bids received by closing date: Seven (7)
7. Responsiveness of bids: Two (2)

Board Members: Ms. Loida Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson), Mr. Josef Shipepe, Mr. Edward N Kaffa, Mr. John Shimaneni, Mr. Edson E Isacks, Mr. Sam H Nekaro, Ms. Toska Sem (Executive Director)



1. ELIGIBILITY CRITERIA

Table 1.1: Preliminary Evaluation

#	Description	Shine Technologies	Green Enterprise Solutions PTY LTD	T Square Investments	Four Coners	Rich Information Technology	Amanda Technologies	Digital Payments Technologies
1	Bidder has submitted the duly filled-in, signed, stamped, and dated Bid Submission Form.	Yes	Yes	No not duly filled Section E	Yes	Yes	Yes	Yes
2	One (1) original and one (1) copy of the bid are typed or written in indelible ink and signed by a person duly authorized to sign on behalf of the Bidder	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3	The bidding document is signed, and all pages of the bid are initiated by the person signing the bid.	Yes	Yes	Company profile not initialled on one (1) of	No not all the pages were initialled	Yes	Yes	No, Company profile and Product user manual is not initialled

Board Members: Ms. Loida Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
 Mr. Josef Shipepe, Mr. Edward N Kafta, Mr. John Shimaneni, Mr. Edson E Isaacks, Mr. Sam H Nekaro,
 Ms. Toska Sem (Executive Director)

**Table
3.2:**

				the pages				
4	A bid is written in the English language	Yes	Yes	Yes	Yes	Yes	Yes	Yes
5	The offered period of validity of the bid is in line with the period stipulated (180 days)	Yes	Yes	No	Yes	Yes	Yes	Yes
6	The bidder has completed, signed, and submitted a Bid Securing Declaration.	Yes	Yes	Yes	Yes	Yes	Yes	Yes
7	Proof of accreditation – System Implementor Certified or evidence that the bidder is the OEM or Authorized.	Yes	Yes	Yes	Yes	No - no evidence found	Yes	Yes
8	Verify debarment on the Procurement Policy Unit website	Yes	Yes	Yes	Yes	Yes	Yes	Yes
PASS/FAIL		PASS	PASS	FAIL	FAIL	FAIL	PASS	FAIL

T

Square Investments, Four Coners, Rich Information Technology and Digital Payments Technologies failed the Preliminary Evaluation and therefore did not go through to Eligibility Evaluation.

Board Members: Ms. Lotde Shaparora (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kaffia, Mr. John Shimaneni, Mr. Edson E Isakhs, Mr. Sam H Nekaro,
Ms. Toska Sem (Executive Director)



1.2 Eligibility Evaluation

#	Description - Mandatory Documents - Section IV: Scope of Services and Performance	Shine Technologies	Green Enterprise Solutions PTY LTD	Amana Technologies
1	A valid company Registration Certificate	Yes	Yes	Yes
2	A valid original or certified copy of a Good Standing Tax Certificate issued by the Namibia Revenue Agency (NamRa) and certified by a Commissioner of Oaths	Yes	Yes	Yes
3	A valid original or certified copy of a Good Standing Certificate issued by the Social Security Commission and certified by a Commissioner of Oaths	Yes	Yes	Yes
4	A valid certified copy by the Commissioner of Oaths of an Affirmative Action Compliance Certificate or in its absence, proof from the Employment Equity Commissioner that the Bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998	Yes	Yes	Yes
5	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, wage determinations, and Award, where applicable and that it will abide to sub-clause 6.2 of the General Conditions of Contract if it is awarded the Contract or part thereof	Yes	Yes	Yes
6	A duly completed and signed Bid Securing Declaration form	Yes	Yes	Yes
PASS/FAIL		PASS	PASS	PASS

Board Members: Ms. Loide Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson), Mr. Josef Shipepe, Mr. Edward N Kaffita, Mr. John Shimoneni, Mr. Edson E Isacks, Mr. Sam H Nekaro, Ms. Toska Sem (Executive Director)



Table 1.3: Technical Compliance

Criteria		Sub-Score	Shine Technologies	Green Enterprise Solutions PTY LTD	Amana Technologies
1	Compulsory Solution Presentation	10	8.7	8.2	8.5
	Company Experience	55			
2	The bidder must have a proven track record of successfully implementing combined similar systems in at least 2 of these modules (HR, Payroll, Financials, or Accounting). Points will be allocated as follows: • Less than 2 implementations = 0 points • 2 combined implementations = 5 points • 3 combined implementations = 10 points • 4 combined implementations = 15 points • 5 or more combined implementations = 20 points	20	5	5	10
3	Additional points will be awarded for demonstrating a successful implementation and has	5	5	5	5

Board Members: Ms. Loide Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kaffita, Mr. John Shimdeneni, Mr. Edson E Isaacks, Mr. Sam H Nekoro,
Ms. Toska Sem (Executive Director)



	performed data migration from existing systems to another				
4	The bidder must have a proven track record in providing Employee Self-Service (ESS) and Manager Self-Service (MSS). Points will be allocated as follows: • Less than 2 integrations = 0 points • 2 integrations = 5 points • 3 or more integrations = 10 points	10	10	5	5
5	The bidder must have a proven track record in integrating all the above major modules	10	10	10	10
6	The bidder must have a proven track record in providing maintenance and Support for the solution in question. Points will be allocated as follows: • 1 support sites, but less than two years = 0 points • 2 support sites = 3 points • 3 support sites = 6 points • 4 support sites = 9 points • 5 or more support sites = 10 points	10	10	6	3

Board Members: Ms. Loida Shaparara (Chairperson), Ms. Martha Hitenanwe (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kaffia, Mr. John Shimaneni, Mr. Edson E Isaaks, Mr. Sam H Nekaro,
Ms. Toska Sem (Executive Director)



Project Team		50			
1	The prospective consultant should be an ICT consulting firm with specific experience in ERP project deployments and implementation, preferably in multinational institutions. The firm should have at least five (5) years' experience in managing ERP project deployments and implementation with at least one (1) similar project having been successfully completed in the last 5 years.	50			
		25	25	25	12.5 No evidence of managing ERP projects over 5 years
2	Include at least three (3) contactable client reference (s) in the last five (5) years clearly noting the contact persons, phone, and location	5	5	5	5
3	Professional staff qualifications and competence for the assignment should at minimum include: - Information Systems Expert = 3 Points - Bachelors Degree in IT Systems (1.5 points) with more than 10 years post	10	0 - qualifications copies were not certified for all proposed role owners	10	7

Board Members: Ms. Lolde Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson), Mr. Josef Shipepe, Mr. Edward N Kaffia, Mr. John Shimaneni, Mr. Edson E Isaaks, Mr. Sam H Nekaro, Ms. Toska Sem (Executive Director)



	- qualification experience (1.5 Points). - Expert Business Management / Re-engineering Expert = 4 Points - Bachelors Degree in Business Management and Re-Engineering Certification (1.5 points) with more than 10 years post certification experience (1.5 Points). - Project Manager/ Lead Consultant = 3 Points - Bachelor's degree and PMP Certification (1.5 points) with more than 10 years post certification experience (1.5 Points).				
4	The service provider shall provide a detailed project methodology with clear deliverables and project schedule to be followed to complete the ERP Solution.	5	5	5	5
5	The service provider has conducted a minimum of 5 Training Services on similar solution in the last 5 years	5	5	0	0
TOTAL SCORE		100%	88.7	84.2	71

Board Members: Ms. Loide Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kafta, Mr. John Shimaneni, Mr. Edson E Isaacs, Mr. Sam H Nekaro,
Ms. Toska Sem (Executive Director)



Bidders who do not meet the minimum threshold of 70 points out of a possible 100 will be disqualified at the end of this stage. All three bidders obtained more than 70 points and will proceed for financial evaluation.

Table 1.4.1: Financial Evaluation

#	Name of the Bidders	Propose solutions	Bid Total Amount (VAT Excl.)
1	Shine Technologies	Microsoft dynamics 365	N\$ 3 253 423.00
2	Green Enterprise Solutions PTY LTD	Microsoft dynamics 365	N\$ 9 164 106.43
4	Amana Technologies cc	Microsoft dynamics 365	N\$ 4 565 500.00

Table 1.4.2: Financial Evaluation Score

The prices are to be compared per the marking system (out of 30 Points) using the following formula:

$$S = S_m \times F_m / F$$

S_m = Maximum Financial Score

F_m = Lowest Financial Proposal

F = Price under consideration

Board Members: Ms. Loida Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kaffia, Mr. John Shimaneni, Mr. Edson E Isaaks, Mr. Sam H Nekaro,
Ms. Toska Sem (Executive Director)



Name of the Bidders	Bid Total Amount (VAT Excl.)	Technical Score	Score $S = S_m \times F_m / F$	Total Score
Shine Technologies	N\$ 3 253 423.00	88.7	30.0	118.7
Amana Technologies cc	N\$ 4 565 500.00	71.0	21.4	92.4
Green Enterprise Solutions PTY LTD	N\$ 9 164 106.43	84.2	10.7	94.9

Board Members: Ms. Loide Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson),
Mr. Josef Shipepe, Mr. Edward N Kaffita, Mr. John Shimaneni, Mr. Edson E Isaacks, Mr. Sam H Nekoro,
Ms. Toska Sem (Executive Director)



2. BEST EVALUATED BID

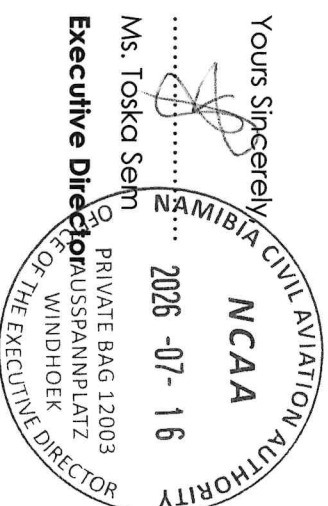
As per the Public Procurement Act, 2015 (Award of procurement contracts)

55. (1) The Board or a public entity must award a procurement contract to the bidder having submitted the lowest evaluated substantially responsive bid which meets the qualification criteria specified in the pre-qualification or bidding document. Therefore, the Bid Evaluation Committee (BEC) recommends that the bidder, Shine Technologies as the best evaluated and substantially responsive bidder for the Open National Bidding, Bid No. G/ONB/NCAA-02/2026/27, for the Procurement of the supply and delivery, implementation, commissioning and payroll ERP System, comprising one (1) year for implementation and two (2) years of post-implementation support for the NCAA be awarded.

Yours Sincerely



Ms. Toska Sem



Executive Director

Board Members: Ms. Loida Shaparara (Chairperson), Ms. Martha Hitenanye (Deputy Chairperson), Mr. Josef Shipepe, Mr. Edward N Kaffa, Mr. John Shimaneni, Mr. Edson E Isaaks, Mr. Sam H Nekaro, Ms. Toska Sem (Executive Director)