NAMIBIA CIVIL AVIATION AUTHORITY

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EXECUTIVE SUMMARY OF BID EVALUATION REPORT

Ref: W/RFQ/NCAA – 02/2026/2027

SUBJECT: SUBJECT: W/RFQ/NCAA – 02/2026/2027 PROCUREMENT FOR THE REMOVAL OF OLD CARPET TILES AND INSTALLATION OF NEW CARPET TILES

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

W/RFQ/NCAA – 02/2026/2027 PROCUREMENT FOR THE REMOVAL OF OLD CARPET TILES AND INSTALLATION OF NEW CARPET TILES

1. Scope of Contract: Procurement for the removal of old carpet tiles and installation of new carpet tiles.
2. Procurement method used: Request for Quotation
3. Date of Invitation of Bids: 08 September 2026
4. Closing date for submission of bids: 18 September 2026 at 11h00
5. Date and place of opening of bids: 18 September at 11h15 NCAA head office
6. Number of bids received by closing date: Five (5)

7. Evaluation

The bid evaluation was done in three (3) main stages namely: Eligibility Evaluation, Technical Evaluation, and Financial Evaluation. The bidders' submission will either be responsive or non-responsive. Bidders who do not comply with any of the requirement(s) will be disqualified from the entire evaluation process and will not be considered further

Table 7.1: Eligibility Evaluation

#	**Description - Mandatory Documents - Section IV: Scope of Services and Performance**	Nhomidi Investment CC	Amtshila Investment cc	Stage 6 Investment cc	Nghandiza Investment cc	Infranova Engineering cc
1	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	Submitted but expired on 08/06/2026	Yes

2	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	Yes	Yes
3	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	Yes	Yes
4	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	Yes	Yes
5	A duly completed and signed Bid Securing Declaration form	Yes	Yes	Yes	Yes	Yes

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6	The Margin of Preference on Price offered will be applied to the qualifying Bidders in accordance with the Code of Good Practice on Preference issued by the Ministry of Finance and Public Enterprises through the procurement Policy Unit (PPU).	Yes	Yes	Yes	Yes	Yes
PASS/FAIL		**PASS**	**PASS**	**PASS**	**FAIL**	**PASS**

Nghandiza Investment cc submitted a NAMRA Certificate that expired 08/06/2026 and has been disqualified and didn't go through to technical evaluation.

Table 7.2: Technical Compliance

Criteria		Nhomidi Investment CC	Amtshila Investment cc	Stage 6 Investment cc	Infranova Engineering cc
1	Attach at least 2 references	2 reference letters submitted	Submitted: not similar work	Submitted: not similar work	2 reference letters submitted
2	Provide a 3-year warranty	Not submitted	submitted	Not submitted	Not submitted
3	Compulsory site visit	submitted	submitted	submitted	submitted

All the bidders failed the technical evaluation as per the standard bidding document and did not go through to the financial evaluation.

7.3 BEC RECOMMENDATIONS

As per the Public Procurement Act No. 15 of 2015 (as ammended) (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 that meets the qualification criteria specified in the pre-qualification or bidding document.

Following the evaluation process, the Bid Evaluation Committee (BEC) recommends that **Bid No. W/RFQ/NCAA – 02/2025/2026 PROCUREMENT FOR THE REMOVAL OF OLD CARPET TILES AND INSTALLATION OF NEW CARPET TILES** be cancelled and re-advertised.

The recommendation is based on the following consideration:

All the bidders failed the technical evaluation and didn't meet the qualification criteria specified in the bidding document.

Yours Sincerely,

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Ms. Toska Sem

Executive Director

NAMIBIA CIVIL AVIATION AUTHORITY
NCAA
2026 -11- 06
PRIVATE BAG 12003
AUSSPANNPLATZ
WINDHOEK
OFFICE OF THE EXECUTIVE DIRECTOR

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