

**EXPRESSION OF INTEREST (EOI)**  
**Request for pre-qualifications**  
[Issued in terms of section 42(1) and (2) of the Public Procurement Act, 2015]  
**(Works)**

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**EXPRESSIONS OF INTEREST FOR THE PROVISION OF APPOINTING  
CONSTRUCTION TECHNICAL PARTNERS FOR ROADS  
CONTRACTOR COMPANY (RCC)**

**(Amended 02 March 2026)**

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**Procurement Reference No: SC/EOI/RCC-07/2025/26**

<b>Name of Bidder</b>	
<b>Contact Person</b>	
<b>Contact number</b>	
<b>E-mail Address</b>	

**CLOSING DATE: TUESDAY 31 MARCH 2026 @11H00 AM**

**Board of Directors:** Dr L. Namoloh (Chairperson), Mr. S Nikodemus (Director)  
Ms. L. Kazetjikuria (Director), Mr. R.N Mbala (Director)  
Interim Chief Executive Officer: Mr. D. Nelumbu  
Registration Number 2000/107

# **NOTICE TO BIDDERS**

- **Please take note to initial all pages of the bidding document and initial all the supporting documents including company profiles, brochures, Failure to do so will result in disqualification of the bidder.**
- **Take note to sign all relevant pages as stipulated in the bidding document.**
- **Take note to stamp all pages where it is indicated that a stamp is required in addition to the signatures.**
- **Please take note to submit One (1) original and One (1) copy together with supporting documents.**

## Letter of Invitation (Amended)

28 January 2026

Dear Sir/madam

### **Expressions of Interest for the Provision of Construction Technical Partners for Roads Contractor Company (RCC)**

Roads Contractor Company (RCC) invites you to submit your interest for the items described in detail hereunder. **This bid is reserved for Namibian registered entities as required in terms of the amended section 29 (1) (b), the entity(ies) is/are incorporated or registered in Namibia in terms of the Public Procurement Act, 2015 (Act No. 15 of 2015)."**

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed in writing to Roads Contractor Company's email address: [Amon.Shangano@rcc.com.na](mailto:Amon.Shangano@rcc.com.na) or [pmu@rcc.com.na](mailto:pmu@rcc.com.na)

Yours faithfully,



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**Mr. Amon Shangano**  
**Procurement Management Unit**

## **Section 1: Terms of Reference**

### **1. Introduction**

The Roads Contractor Company (RCC) was established in 1999, through the Act of Parliament, the Roads Contractor Company Act (Act 14 of 1999), hereby referred to as the “RCC Act,” with a mandate to undertake roads construction or maintenance and related business. Subject to the other provisions of this Act, the object of the Company is to undertake work relating to the construction or maintenance of roads or any other construction works in accordance with sound and generally accepted business principles.

### **2. Background**

In recent years, RCC has been securing large and complex projects to construct roads across the country, which has led to challenges in executing and completing these projects in a timely manner. To overcome these obstacles, RCC seeks to leverage technical expertise, financial capacity, and specialized resources from its partners to strengthen competitiveness and delivery capacity in line with national infrastructure development goals by teaming up with prominent companies to combine our resources, expertise, and networks because RCC believes that by appointing Construction Technical partners, we can take on larger projects and expand our capacity.

This collaboration would not only enhance our combined skills but also provide clients with a more comprehensive service, resulting in increased efficiency and cost savings.

### **3. Objective of the Construction Technical Partners**

As part of our commitment to fostering strong partnerships and ensuring the successful execution of our projects, we are inviting applications from eligible and competent vendors and service providers who are interested to be screened and shortlisted and categorized as potential partners.

We are seeking those who demonstrate the necessary qualifications, experience, and capabilities that align with our project objectives. This is a great opportunity for qualified vendors to collaborate with us on upcoming road works and any other construction projects and contribute to our mission.

### **4. Scope of the Assignment**

The selected bidders will be required to:

#### **4.1 Technical Collaboration**

- Provide technical expertise in planning, design, and execution of construction works.
- Deploy modern construction technologies, equipment, and methodologies.
- Ensure compliance with Namibian laws, national engineering standards, and environmental safeguards.

## 4.2 Project Delivery

- Jointly execute road works, land servicing and other construction projects with RCC under agreed contract terms.
- Contribute skilled personnel, machinery, and project management systems.
- Guarantee timely completion of works within budget and quality standards.

## 4.3 Financial Contribution

- Provide access to financial resources or credit facilities to strengthen the execution capacity.
- Share financial responsibilities for project implementation as per the agreements.

## 4.4 Capacity Building

- Facilitate technology transfer and training to enhance RCC's human capital and operational efficiency.
- Support skills development for RCC staff through on-site learning and knowledge exchange.

## 4.5 Compliance and Governance

- Uphold principles of transparency, accountability, and fair business practices.
- Comply with the Public Procurement Act, 2015 (Act No. 15 of 2015), RCC policies, and all applicable statutory requirements.

## 4.6. Expected Deliverables

Pre-qualified bidders will:

1. Be eligible for consideration in upcoming RCC projects.
2. Enter into agreements with RCC for specific projects.
3. Ensure project-specific deliverables such as construction of roads, bridges, land servicing and related works are completed to required standards.

## 4.7. Duration of Assignment

- The pre-qualification will be valid for a period of **three (3) years**, subject to performance review and renewal.

## 4.8. Reporting & Liaison

- The Construction Technical partner shall report to RCC's appointed Project Manager/Coordinator.
- Regular progress meetings and reports will be required to ensure accountability and performance monitoring.
- Once listed as a Construction Technical Partner, detailed terms of references will be shared with the pool of experts for specific services and only at this point are detailed proposals expected from the shortlisted candidates

**Section 5: Preliminary Criteria (Mandatory) (Amended)**

To be eligible to participate in this pre-qualification exercise, you should submit the following doc:

- (a) have a valid company Registration Certificate
- (b) have an original good Standing Tax Certificate;
- (c) have an original/certified good Standing Social Security Certificate;
- (d) have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- (e) Vendors are required to provide a valid Fitness Certificates from Municipalities or Town Councils and title deed or lease agreement to confirm the location where the bidder operates
- (f) Submit signed Bid-securing Declaration; and **initial all the pages** of the bidding document
- (g) 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
- (h) Financial capacity supported by audited statements (last 5 years)
- (i) A comprehensive company profile (Brochure with list of construction works done in the past)
- (j) Evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.
- (k) Construction equipment registered in the company name (Any of the following):
  - Graders (indicate capacities/properties)
  - Excavators (indicate capacities/properties)
  - Bull Dozers (indicate capacities/properties)
  - Water Trucks (indicate capacities/properties)
  - Tipper Trucks (indicate capacities/properties)
  - Vibratory Roller (indicate capacities/properties)
  - TLB (indicate capacities/properties)
  - Wheel loader (indicate capacities/properties)
  - 2.41 DC LVD (Toyota/Nissan/Mahindra)

**Please indicate (tick) your Category**

A	B	C	D	E
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CATEGORY	MONEY REQUIREMENTS	PERFORMANCE GUARANTEE	COMBINED TURNOVER	PROJECT FUNDING CAPABILITY	NUMBER OF EQUIPMENT
<b>A</b>	Minimum of <b>N\$ 70</b> million cash in company bank account or an evidence of accessibility to credit facilities to the value of <b>N\$ 70</b> million	Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of <b>N\$ 100</b> million.	Combined turnover of <b>N\$ 1.2</b> Billion in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.	The construction technical partner must be able to fund project implementation up to <b>N\$60,000,000.00</b> without hindrance (will be included in the agreement for the specific project).	Minimum of <b>90</b> -construction equipment registered in the company name (Any of the following): Attach a list with road worthy documents and copies of license discs
<b>B</b>	Minimum of <b>N\$ 40</b> million cash in company bank account or an evidence of accessibility to credit facilities to the value of <b>N\$ 40</b> million	Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of <b>N\$ 70</b> million.	Combined turnover of <b>N\$ 700</b> Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.	The construction technical partner must be able to fund project implementation up to <b>N\$30,000,000.00</b> without hindrance (will be included in the agreement for the specific project).	Minimum of <b>60</b> -construction equipment registered in the company name (Any of the following): Attach a list with road worthy documents and copies of license discs
<b>C</b>	Minimum of <b>N\$ 25</b> million cash in company bank account or an evidence of accessibility to credit facilities to the value of <b>N\$ 25</b> million	Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of <b>N\$ 40</b> million.	Combined turnover of <b>N\$ 300</b> Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.	The construction technical partner must be able to fund project implementation up to <b>N\$20,000,000.00</b> without hindrance (will be included in the agreement for the specific project).	Minimum of <b>40</b> -construction equipment registered in the company name (Any of the following): Attach a list with road worthy documents and copies of license discs
<b>D</b>	Minimum of <b>N\$ 15</b> million cash in company bank account or an evidence of accessibility to credit facilities to the value of <b>N\$ 15</b> million	Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of <b>N\$ 20</b> million.	Combined turnover of <b>N\$ 150</b> Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.	The construction technical partner must be able to fund project implementation up to <b>N\$10,000,000.00</b> without hindrance (will be included in the agreement for the specific project).	Minimum of <b>20</b> -construction equipment registered in the company name (Any of the following): Attach a list with road worthy documents and copies of license discs
<b>E</b>	Minimum of <b>N\$ 5</b> million cash in company bank account or an evidence of accessibility to credit facilities to the value of <b>N\$ 5</b> million	Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of <b>N\$ 10</b> million.	Combined turnover of <b>N\$ 50</b> Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.	The construction technical partner must be able to fund project implementation up to <b>N\$5,000,000.00</b> without hindrance (will be included in the agreement for the specific project).	Minimum of <b>10</b> -construction equipment registered in the company name (Any of the following): Attach a list with road worthy documents and copies of license discs

No	Mandatory Documents	Responsive	Non Responsive
1.	Bidder has submitted an original copy of company registration founding statement (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963).		
2	Bidder has an original valid good Standing TAX Certificate		
3	Bidder has an original valid good Standing Social Security Certificate		
4	Bidder has a valid certified copy of Affirmative Action Compliance Certificate, proof of Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998 (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963).		
5	Bidder has a valid Fitness Certificates from Municipalities or Town Councils and title deed or lease agreement to confirm the location where the bidder operates		
6	Bidder has Submitted a signed Bid-securing Declaration; and initial all the pages of the bidding document		
7	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.		
8	Audited financial statements for the past five (5) years (2020 to 2024)		
9	Confirmation from the bank with the bank balance amount in the company name by time of submitting the proposal		
10	<a href="#">Proof of turnover in construction market for the past five (5) years in SADC</a>		
11	Detailed list of construction equipment registered under the company with road worthy documents. Include copies of license discs of all equipment listed. <u>Please refer to page 6, point L</u>		
12	<u>Evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u>		

13	Construction Technical Partner will have to sign a contract which requires the partner to fund the project implementation without hindrance		
<b>Overall Legal Compliance</b>			
NB: Submission of the above is MANDATORY and any bidder who did not submit all these document will be deemed non-responsive at this stage will not be considered further			

## 6. Technical Evaluation

The qualifications for the pre-qualification of vendors will include the following criteria:

RCC therefore invites applicants to express their interest by providing information that demonstrates their qualifications and experiences to execute assignments as outlined in section 4 (scope of assignments).

The Technical Staff should contain any of the following Expertise: *(Bidders should attach Letters of Consent from their Technical Staff)*

- a) Minimum Master’s Degree in Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).

Further, at least three (3) of the combined Technical Staff should possess the following experience (Please attach CV’s and copies of qualifications)

- b) Experience in Investment Analysis
- c) Experience in Research Analysis
- d) Experience in roads/rails/building/earth Construction
- e) Experience in Industrial Development
- f) Working experience with state-owned institutions (Public-Private Partnerships (PPPs))
- g) Environmental, Social, and Governance (ESG) Expertise
- h) Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.
- i) Staffs should have excellent written and verbal communication skills (English).

**NB: Should the key personnel not be available at the time of appointment for any reason, the Contractor will submit to the RCC, his proposed change in key personnel, which will have to be approved. RCC may on their discretion reject personnel proposed by the Contractor at such time.**

This EOI is published for the purpose of delivering early knowledge concerning this RCC business opportunity and the shortlisting of qualified Construction Technical Companies.

Only the shortlisted eligible bidders will be approached to submit a Full Technical and Financial Proposal. Taking part in this process does not commit or bind RCC in accepting any proposal. The EOI process may be cancelled at any given time without prejudice.

## 6.1 Technical Evaluation criteria

The bidders who complied with the mandatory criteria are considered for further evaluation on their capability to execute the project. In this stage tenders will be evaluated on technicality according to the criteria listed below. Bidders who fail to score a minimum of 70 points out of a possible 100 points on Technical criteria will not be eligible for further consideration. Scoring criteria are listed below. Maximum points for each criterion are in bold while points for each sub-criterion are indicated in brackets.

### CATEGORY A

No	Criteria	Sub- criteria	Weight
<b>1</b>	<b>Financial Capacity Evaluation</b>		<b>(25%)</b>
	<p><u>The Financial Capacity should include the following evidences:</u></p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 70 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 70 million.</u></li> <li>- <u>Combined turnover of N\$ 1.2billion in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 100 million.</u></li> </ul>	<p><u>The bidder has submitted proof (of all three) financial capacities:</u></p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 70 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 70 million.</u></li> <li>- <u>Combined turnover of N\$ 1.2billion in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 100 million.</u></li> </ul>	25
		<u>The bidder only submitted proof (any two) of the financial capacities:</u>	20
		<u>The bidder only submitted proof (one) of the financial capacities:</u>	10
<b>2.1</b>	<b>COMPANY EXPERIENCE</b>		<b>(20%)</b>
2.1.1	(Attach one of the following documents: <u>The company experience should contain evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u>	<u>Bidder provided three (3) and more projects in the last five (5) years</u>	20
		<u>Bidder provided two (2) projects in the last five (5) years</u>	15
		<u>Bidder provided one (1) project in the last five (5) years</u>	10

	<i>(NB: Both appointment letters and reference letters must be on the employer's letterhead, dated and signed by the employer)</i>	<u>Bidder did not provide any projects in the last five (5) years</u>	0	
<b>2.2</b>	<b>EQUIPMENT CAPACITY (25%)</b>			
2.2.1	<p>The bidders should provide a list of <u>minimum 90-construction equipment registered in the company name (Any of the following equipment): - Attach evidence of road worthy documents and copies of license discs.</u></p> <ul style="list-style-type: none"> <li>- <u>Graders (indicate capacities/properties)</u></li> <li>- <u>Excavators (indicate capacities/properties)</u></li> <li>- <u>Bull Dozers (indicate capacities/properties)</u></li> <li>- <u>Water Trucks (indicate capacities/properties)</u></li> <li>- <u>Tipper Trucks (indicate capacities/properties)</u></li> <li>- <u>Vibratory Roller (indicate capacities/properties)</u></li> <li>- <u>TLB (indicate capacities/properties)</u></li> <li>- <u>Wheelloader (indicate capacities/properties)</u></li> <li>- <u>2.41 DC LVD (Toyota/Nissan/Mahindra)</u></li> </ul>	<u>Bidder provided the list of ninety (90)- construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	25	
		<u>Bidder provided the list in the range of (70 - 89) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	20	
		<u>Bidder provided the list in the range of (40 - 69) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	15	
		<u>Bidder provided the list in the range of (10 - 49) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	10	
		<u>Bidder did not provide any list of equipment and did not attach evidence of road worthy documents and copies of license discs.</u>	0	
<b>3</b>	<b>TECHNICAL STAFF CAPACITY (30)</b>			
	<p><u>Technical staff should poses a minimum Master's Degree in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p> <p><u>Further, the combined minimum of at least</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p>	5	

	<p><u>three (3) Technical Staff should possess the following experience (Please attach CV's and copies of qualifications)</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> <li>- <u>Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.</u></li> <li>- <u>Staffs should have excellent written and verbal communication skills (English).</u></li> </ul> <p><u>This should be supported by CV's) and copies of qualifications of Technical Staff members.</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their combined at least three (3) Technical Staff with any of the following experience:</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> </ul>	15	
		<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff with a minimum of five (5) years of experience in Project Management</u></p>	5	
		<p><u>Technical Staffs should have excellent written and verbal communication skills (English).</u></p> <p><u>(this should be proved by CV's of Technical staff to be typed in English)</u></p>	5	
<b>TOTAL SCORE</b>			100	

**CATEGORY B**

No	Criteria	Sub- criteria	Weight
<b>1</b>	<b>Financial Capacity Evaluation (25%)</b>		
	<p>The Financial Capacity should include the following evidences:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 40 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 40 million.</u></li> <li>- <u>Combined turnover of N\$ 700 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 70 million.</u></li> </ul>	<p>The bidder has submitted proof (of all three) financial capacities:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 40 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 40 million.</u></li> <li>- <u>Combined turnover of N\$ 700 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 70 million.</u></li> </ul>	<p>25</p>
		<p>The bidder only submitted proof (any two) of the financial capacities:</p>	<p>20</p>
		<p>The bidder only submitted proof (one) of the financial capacities:</p>	<p>10</p>
<b>2.1</b>	<b>COMPANY EXPERIENCE (20%)</b>		
2.1.1	<p>(Attach one of the following documents: <u>The company experience should contain evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u></p> <p><i>(NB: Both appointment letters and reference letters must be on the employer's letterhead, dated and signed by the employer)</i></p>	<p><u>Bidder provided three (3) and more projects in the last five (5) years</u></p> <p><u>Bidder provided two (2) projects in the last five (5) years</u></p> <p><u>Bidder provided one (1) project in the last five (5) years</u></p> <p><u>Bidder did not provide any projects in the last five (5) years</u></p>	<p>20</p> <p>15</p> <p>10</p> <p>0</p>
<b>2.2</b>	<b>EQUIPMENT CAPACITY (25%)</b>		
2.2.1	<p>The bidders should provide a list of <u>minimum 60-construction equipment registered in the company name (Any of the following equipment):</u> - <u>Attach evidence of</u></p>	<p><u>Bidder provided the list of ninety (60) - construction equipment registered in the company name. They also attached evidence of road</u></p>	<p>25</p>

	<p><u>road worthy documents and copies of license discs.</u></p> <ul style="list-style-type: none"> <li>- <u>Graders (indicate capacities/properties)</u></li> <li>- <u>Excavators (indicate capacities/properties)</u></li> <li>- <u>Bull Dozers (indicate capacities/properties)</u></li> <li>- <u>Water Trucks (indicate capacities/properties)</u></li> <li>- <u>Tipper Trucks (indicate capacities/properties)</u></li> <li>- <u>Vibratory Roller (indicate capacities/properties)</u></li> <li>- <u>TLB (indicate capacities/properties)</u></li> <li>- <u>Wheelloader (indicate capacities/properties)</u></li> <li>- <u>2.41 DC LVD (Toyota/Nissan/Mahindra)</u></li> </ul>	<p><u>worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (50 - 59) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (30 - 49) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (10 - 29) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder did not provide any list of equipment and did not attach evidence of road worthy documents and copies of license discs.</u></p>	<p></p> <p>20</p> <p>15</p> <p>10</p> <p>0</p>	
<b>3</b>	<b>TECHNICAL STAFF CAPACITY</b>		<b>(30)</b>	
	<p><u>Technical staff should poses a minimum Master's Degree in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p> <p><u>Further, the combined minimum of at least three (3) Technical Staff should possess the following experience (Please attach CV's and copies of qualifications)</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth</u></li> </ul>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p> <p><u>Bidders submitted the CV's and copies of qualification for any of their combined at least three (3) Technical Staff with any of the following experience:</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> </ul>	<p></p> <p>5</p> <p>15</p>	

	<p><u>Construction</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> <li>- <u>Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.</u></li> <li>- <u>Staffs should have excellent written and verbal communication skills (English).</u></li> </ul>	<ul style="list-style-type: none"> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> </ul>		
	<p><u>This should be supported by CV's) and copies of qualifications of Technical Staff members.</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff with a minimum of five (5) years of experience in Project Management</u></p>	5	
		<p><u>Technical Staffs should have excellent written and verbal communication skills (English).</u></p> <p><u>(this should be proved by CV's of Technical staff to be typed in English)</u></p>	5	
<b>TOTAL SCORE</b>			100	

**CATEGORY C**

No	Criteria	Sub- criteria	Weight
<b>1</b>	<b>Financial Capacity Evaluation (25%)</b>		
	<p>The Financial Capacity should include the following evidences:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 25 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 25 million.</u></li> <li>- <u>Combined turnover of N\$ 300 million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 40 million.</u></li> </ul>	<p>The bidder has submitted proof (of all three) financial capacities:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 25 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 25 million.</u></li> <li>- <u>Combined turnover of N\$ 300 million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 40 million.</u></li> </ul>	<p>25</p>
		<p>The bidder only submitted proof (any two) of the financial capacities:</p>	<p>20</p>
		<p>The bidder only submitted proof (one) of the financial capacities:</p>	<p>10</p>
<b>2.1</b>	<b>COMPANY EXPERIENCE (20%)</b>		
2.1.1	<p>(Attach one of the following documents: <u>The company experience should contain evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u></p> <p><i>(NB: Both appointment letters and reference letters must be on the employer's letterhead, dated and signed by the employer)</i></p>	<p><u>Bidder provided three (3) and more projects in the last five (5) years</u></p> <p><u>Bidder provided two (2) projects in the last five (5) years</u></p> <p><u>Bidder provided one (1) project in the last five (5) years</u></p> <p><u>Bidder did not provide any projects in the last five (5) years</u></p>	<p>20</p> <p>15</p> <p>10</p> <p>0</p>
<b>2.2</b>	<b>EQUIPMENT CAPACITY (25%)</b>		
2.2.1	<p>The bidders should provide a list of <u>minimum 40-construction equipment registered in the company name (Any of the following equipment):</u> - <u>Attach evidence of</u></p>	<p><u>Bidder provided the list of ninety (40) - construction equipment registered in the company name. They also attached evidence of road</u></p>	<p>25</p>

	<u>road worthy documents and copies of license discs.</u> <ul style="list-style-type: none"> <li>- <u>Graders (indicate capacities/properties)</u></li> <li>- <u>Excavators (indicate capacities/properties)</u></li> <li>- <u>Bull Dozers (indicate capacities/properties)</u></li> <li>- <u>Water Trucks (indicate capacities/properties)</u></li> <li>- <u>Tipper Trucks (indicate capacities/properties)</u></li> <li>- <u>Vibratory Roller (indicate capacities/properties)</u></li> <li>- <u>TLB (indicate capacities/properties)</u></li> <li>- <u>Wheelloader (indicate capacities/properties)</u></li> <li>- <u>2.41 DC LVD (Toyota/Nissan/Mahindra)</u></li> </ul>	<u>worthy documents and copies of license discs.</u>		
		<u>Bidder provided the list in the range of (30 - 39) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	20	
		<u>Bidder provided the list in the range of (20 - 29) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	15	
		<u>Bidder provided the list in the range of (10 - 19) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	10	
		<u>Bidder did not provide any list of equipment and did not attach evidence of road worthy documents and copies of license discs.</u>	0	
<b>3</b>	<b>TECHNICAL STAFF CAPACITY</b>			<b>(30)</b>
	<u>Technical staff should poses a minimum Master's Degree in any of the following:</u>  <u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u>  <u>Further, the combined minimum of at least three (3) Technical Staff should possess the following experience (Please attach CV's and copies of qualifications)</u> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth</u></li> </ul>	<u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff in any of the following:</u>  <u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u>	5	
		<u>Bidders submitted the CV's and copies of qualification for any of their combined at least three (3) Technical Staff with any of the following experience:</u> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> </ul>	15	

	<p><u>Construction</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> <li>- <u>Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.</u></li> <li>- <u>Staffs should have excellent written and verbal communication skills (English).</u></li> </ul>	<ul style="list-style-type: none"> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> </ul>		
	<p><u>This should be supported by CV's) and copies of qualifications of Technical Staff members.</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff with a minimum of five (5) years of experience in Project Management</u></p>	5	
		<p><u>Technical Staffs should have excellent written and verbal communication skills (English).</u></p> <p><u>(this should be proved by CV's of Technical staff to be typed in English)</u></p>	5	
<b>TOTAL SCORE</b>			100	

**CATEGORY D**

No	Criteria	Sub- criteria	Weight
<b>1</b>	<b>Financial Capacity Evaluation (25%)</b>		
	<p>The Financial Capacity should include the following evidences:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 15 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 15 million.</u></li> <li>- <u>Combined turnover of N\$ 150 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 20 million.</u></li> </ul>	<p>The bidder has submitted proof (of all three) financial capacities:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 15 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 15 million.</u></li> <li>- <u>Combined turnover of N\$ 150 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 100 million.</u></li> </ul>	<p>25</p>
		<p>The bidder only submitted proof (any two) of the financial capacities:</p>	<p>20</p>
		<p>The bidder only submitted proof (one) of the financial capacities:</p>	<p>10</p>
<b>2.1</b>	<b>COMPANY EXPERIENCE (20%)</b>		
2.1.1	<p>(Attach one of the following documents: <u>The company experience should contain evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u></p> <p><i>(NB: Both appointment letters and reference letters must be on the employer's letterhead, dated and signed by the employer)</i></p>	<p><u>Bidder provided three (3) and more projects in the last five (5) years</u></p> <p><u>Bidder provided two (2) projects in the last five (5) years</u></p> <p><u>Bidder provided one (1) project in the last five (5) years</u></p> <p><u>Bidder did not provide any projects in the last five (5) years</u></p>	<p>20</p> <p>15</p> <p>10</p> <p>0</p>
<b>2.2</b>	<b>EQUIPMENT CAPACITY (25%)</b>		
2.2.1	<p>The bidders should provide a list of <u>minimum 20-construction equipment registered in the company name (Any of the following equipment):</u> - <u>Attach evidence of</u></p>	<p><u>Bidder provided the list of ninety (20)- construction equipment registered in the company name. They also attached evidence of road</u></p>	<p>25</p>

	<u>road worthy documents and copies of license discs.</u> <ul style="list-style-type: none"> <li>- <u>Graders (indicate capacities/properties)</u></li> <li>- <u>Excavators (indicate capacities/properties)</u></li> <li>- <u>Bull Dozers (indicate capacities/properties)</u></li> <li>- <u>Water Trucks (indicate capacities/properties)</u></li> <li>- <u>Tipper Trucks (indicate capacities/properties)</u></li> <li>- <u>Vibratory Roller (indicate capacities/properties)</u></li> <li>- <u>TLB (indicate capacities/properties)</u></li> <li>- <u>Wheelloader (indicate capacities/properties)</u></li> <li>- <u>2.41 DC LVD (Toyota/Nissan/Mahindra)</u></li> </ul>	<u>worthy documents and copies of license discs.</u>		
		<u>Bidder provided the list in the range of (15 - 19) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	20	
		<u>Bidder provided the list in the range of (10 - 14) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	15	
		<u>Bidder provided the list in the range of (5 - 9) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u>	10	
		<u>Bidder did not provide any list of equipment and did not attach evidence of road worthy documents and copies of license discs.</u>	0	
<b>3</b>	<b>TECHNICAL STAFF CAPACITY</b>			<b>(30)</b>
	<u>Technical staff should poses a minimum Master's Degree in any of the following:</u>  <u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u>  <u>Further, the combined minimum of at least three (3) Technical Staff should possess the following experience (Please attach CV's and copies of qualifications)</u> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth</u></li> </ul>	<u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff in any of the following:</u>  <u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u>	5	
		<u>Bidders submitted the CV's and copies of qualification for any of their combined at least three (3) Technical Staff with any of the following experience:</u> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> </ul>	15	

	<p><u>Construction</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> <li>- <u>Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.</u></li> <li>- <u>Staffs should have excellent written and verbal communication skills (English).</u></li> </ul>	<ul style="list-style-type: none"> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> </ul>		
	<p><u>This should be supported by CV's) and copies of qualifications of Technical Staff members.</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff with a minimum of five (5) years of experience in Project Management</u></p>	5	
		<p><u>Technical Staffs should have excellent written and verbal communication skills (English).</u></p> <p><u>(this should be proved by CV's of Technical staff to be typed in English)</u></p>	5	
<b>TOTAL SCORE</b>			100	

**CATEGORY E**

No	Criteria	Sub- criteria	Weight
<b>1</b>	<b>Financial Capacity Evaluation (25%)</b>		
	<p>The Financial Capacity should include the following evidences:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 5 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 5 million.</u></li> <li>- <u>Combined turnover of N\$ 50 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 10 million.</u></li> </ul>	<p>The bidder has submitted proof (of all three) financial capacities:</p> <ul style="list-style-type: none"> <li>- <u>Minimum of N\$ 5 million cash in company bank account or an evidence of accessibility to credit facilities to the value of N\$ 5 million.</u></li> <li>- <u>Combined turnover of N\$ 50 Million in the last five (5) years in SADC in construction market. Namibian construction market will be an advantage.</u></li> <li>- <u>Evidence of Letters of Intent from the Financial Institution to provide a Performance Guarantee to the value of N\$ 10 million.</u></li> </ul>	<p>25</p>
		<p>The bidder only submitted proof (any two) of the financial capacities:</p>	<p>20</p>
		<p>The bidder only submitted proof (one) of the financial capacities:</p>	<p>10</p>
<b>2.1</b>	<b>COMPANY EXPERIENCE (20%)</b>		
2.1.1	<p>(Attach one of the following documents: <u>The company experience should contain evidence of list of at least three other construction projects with appointment letters/ Purchase order/s, completion certificates and telephonic references indicating work of similar value completed in the last five (5) years.</u></p> <p><i>(NB: Both appointment letters and reference letters must be on the employer's letterhead, dated and signed by the employer)</i></p>	<p><u>Bidder provided three (3) and more projects in the last five (5) years</u></p>	<p>20</p>
		<p><u>Bidder provided two (2) projects in the last five (5) years</u></p>	<p>15</p>
		<p><u>Bidder provided one (1) project in the last five (5) years</u></p>	<p>10</p>
		<p><u>Bidder did not provide any projects in the last five (5) years</u></p>	<p>0</p>
<b>2.2</b>	<b>EQUIPMENT CAPACITY (25%)</b>		
2.2.1	<p>The bidders should provide a list of <u>minimum 10-construction equipment registered in the company name (Any of the following equipment):</u> - <u>Attach evidence of</u></p>	<p><u>Bidder provided the list of ninety (10)- construction equipment registered in the company name. They also attached evidence of road</u></p>	<p>25</p>

	<p><u>road worthy documents and copies of license discs.</u></p> <ul style="list-style-type: none"> <li>- <u>Graders (indicate capacities/properties)</u></li> <li>- <u>Excavators (indicate capacities/properties)</u></li> <li>- <u>Bull Dozers (indicate capacities/properties)</u></li> <li>- <u>Water Trucks (indicate capacities/properties)</u></li> <li>- <u>Tipper Trucks (indicate capacities/properties)</u></li> <li>- <u>Vibratory Roller (indicate capacities/properties)</u></li> <li>- <u>TLB (indicate capacities/properties)</u></li> <li>- <u>Wheelloader (indicate capacities/properties)</u></li> <li>- <u>2.41 DC LVD (Toyota/Nissan/Mahindra)</u></li> </ul>	<p><u>worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (7 - 9) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (5 - 6) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder provided the list in the range of (3 - 4) of construction equipment registered in the company name. They also attached evidence of road worthy documents and copies of license discs.</u></p> <p><u>Bidder did not provide any list of equipment and did not attach evidence of road worthy documents and copies of license discs.</u></p>	<p></p> <p>20</p> <p>15</p> <p>10</p> <p>0</p>	
<b>3</b>	<b>TECHNICAL STAFF CAPACITY</b>		<b>(30)</b>	
	<p><u>Technical staff should poses a minimum Master's Degree in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p> <p><u>Further, the combined minimum of at least three (3) Technical Staff should possess the following experience (Please attach CV's and copies of qualifications)</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth</u></li> </ul>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff in any of the following:</u></p> <p><u>Civil Engineering, Public Policy, Finance, Economics, Trade law, Registered Chartered Accountant (with an MBA would be an advantage).</u></p> <p><u>Bidders submitted the CV's and copies of qualification for any of their combined at least three (3) Technical Staff with any of the following experience:</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Investment Analysis</u></li> </ul>	<p>5</p> <p>15</p>	

	<p><u>Construction</u></p> <ul style="list-style-type: none"> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> <li>- <u>Amongst the Technical Staff, one of them should have a minimum of five (5) years of experience in Project Management.</u></li> <li>- <u>Staffs should have excellent written and verbal communication skills (English).</u></li> </ul>	<ul style="list-style-type: none"> <li>- <u>Experience in Research Analysis</u></li> <li>- <u>Experience in roads/rails/building/earth Construction</u></li> <li>- <u>Experience in Industrial Development</u></li> <li>- <u>Working experience with state-owned institutions (Public-Private Partnerships (PPPs))</u></li> <li>- <u>Environmental, Social, and Governance (ESG) Expertise</u></li> </ul>		
	<p><u>This should be supported by CV's) and copies of qualifications of Technical Staff members.</u></p>	<p><u>Bidders submitted the CV's and copies of qualification for any of their Technical Staff with a minimum of five (5) years of experience in Project Management</u></p>	5	
		<p><u>Technical Staffs should have excellent written and verbal communication skills (English).</u></p> <p><u>(this should be proved by CV's of Technical staff to be typed in English)</u></p>	5	
<b>TOTAL SCORE</b>			100	

**2. Performance Guarantee (Letter of Intent)**

- (a) The bidder shall furnish, as part of its bid, a letter of Intent from the Financial Institution to provide a Performance Guarantee to the value as indicated in each category they are participating in.
- (b) The Performance guarantee is required to ensure the projects requirements are fulfilled,
- (c) The Performance guarantee ensures financial stability.

**BID SECURING DECLARATION**

**(Section 45 of Act) (Regulation 37(1)(b) and 37(5)) Date:**

.....

**Procurement Ref No.: SC/EOI/RCC-04/2025/26 To:**

**Roads Contractor Company Limited**

I/We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We\* accept that under section 45 of the Act, I/we\* may be suspended or disqualified in the event of

- (a) a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;**
- (b) refusal by a bidder to accept a correction of an error appearing on the face of a bid;**
- (c) failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We\* be successful bidder; or**
- (d) failure to provide security for the performance of the procurement contract if required to do so by the bidding document.**

I/We\* understand this bid securing declaration ceases to be valid if I am/We are\* not the successful Bidder

Signed:

.....  
*[insert signature of person whose name and capacity are shown]*

Capacity of:

*[indicate legal capacity of person(s) signing the Bid Securing Declaration]*

Name:

.....  
*[insert complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

Corporate Seal (where appropriate)

[Note\*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]



## Republic Of Namibia

<b>Ministry of Labour, Industrial Relations and Employment Creation</b>
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**Written undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015**

### **1. EMPLOYERS DETAILS**

Company Trade Name:.....

Registration Number :..... Vat

Number:.....

Industry/Sector: ..... Place

of Business:..... Physical

Address:..... Tell

No.:..... Fax

No.:..... Email

Address:..... Postal

Address:..... Full name of

Owner/Accounting Officer:.....

..... Email

Address:.....

**2. PROCUREMENT DETAILS**

Procurement Reference No.: .....  
Procurement Description: .....

.....  
.....Anticipated

Contract Duration: .....

Location where work will be done, good/services will be delivered:  
.....

**3. UNDERTAKING**

I.....[insert full name], owner/representative

of.....[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

**Signature:** .....

**Date:** .....

**Seal:** .....

*Please take note:*

1. *A labour inspector may conduct unannounced inspections to assess the level of compliance*
2. *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

**BANK ACCOUNT BALANCE AND PROJECT FUNDING CONFIRMATION**

**Date:** .....

**Procurement Ref No.:** .....

**To:** .....

I/We\* understand that as part of the mandatory requirements the applicant must declare the company bank balance and confirm the funding of the project implementation up to N\$. (Category) include in the bidding document as the requirement for a declaration.

I/We\* accept that as per the mandatory requirement, I/we\* may be suspended or disqualified in the event of

- (a) **refusal as a potential partner to declare and confirm the bank balance and the project funding requirement,**
- (b) **failure to sign a procurement contract in accordance with the terms and conditions setforth in the bidding document, should I/We\* be successful bidder; or**

I/We\* understand that should we not meet the project funding and confirmation of bank balance requirements as per the bidding document this bid performance declaration ceases to be valid if I am/We are\* not the successful Bidder.

**Signed:** .....

*[Insert signature of person whose name and capacity are shown]*

Capacity of:

*[Indicate legal capacity of person(s) signing the Bid Securing Declaration]*

**Name:** .....

*[Insert complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

*[insert date of signing]*

Corporate Seal (where appropriate)

### 3. Clarification of Documents

- (a) A prospective bidder requiring any clarification of the bid document may notify RCC in writing at the email address indicated in this bid (Amon.Shangano@rcc.com.na).
- (b) RCC shall reply to any clarifications sought by the bidder within 3 days of receiving the request to enable the bidder to make timely submission of its bid.

### 4. PRE-BID MEETING

None

### 5. Sealing and Marking of Application

Application should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Public Entity with the Bidder's name and contact

## 5. Submission Guidelines

### EXTENDED DEADLINE

**Closing Date: Tuesday, 31 March 2026 at 11h00 AM (Namibian Time)**

**Submissions must be delivered to:**

**Bid Box – The Roads Contractor Company**

**15 Marien Ngouabi Street,**

**Eros**

**Windhoek**

*NB: Late submissions will not be accepted. Expressions of Interests submitted via email will not be considered.*

**ADDENDUM NUMBER 01 TO THE BIDDING DOCUMENT**

Amendment Date: 02 March 2026

Bid Document Number: **SC/EOI/RCC-07/2025/26**

Procurement Description: **Expressions of Interest for the Provision of Construction Technical Partners for Roads Contractor Company (RCC)**

- |   |
|---|
| <p>A. This Amendment shall be considered part of the bid document for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Amendment shall govern and take precedence. <b>BIDDERS MUST SIGN THE AMENDMENT AND SUBMIT IT WITH THEIR BIDS.</b></p> <p>B. It will be construed that each bidder’s proposal is submitted with full knowledge of all modifications and supplemental data specified herein.</p> |
|---|

Except as described below, the original bidding document remains unchanged. The bidding documents are modified and/or clarified, as follow:

**ADDENDUM NUMBER 01: BID DOCUMENT NUMBER: SC/EOI/RCC-07/2025/26**  
**BIDDER MUST ACKNOWLEDGE THIS AMENDMENT BY SIGNING BELOW AND ATTACHING THE SIGNED AMENDMENT TO THE BID FORM:**

<b>Company Name</b>	
<b>Contact Person</b>	
<b>Signature</b>	
<b>Date</b>	

**ATTACHMENT: REVISED BIDDING DOCUMENT AS AMENDED**