



REPUBLIC OF NAMIBIA
OSHIKOTO REGIONAL COUNCIL
PROCUREMENT MANAGEMENT UNIT

**Open Advertised Bidding
Invitation for
Open National Bidding (ONB)**

Oshikoto Regional Council hereby invites competent Namibian registered Companies to apply and submit the following bids:

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| 1. Procurement Reference Number: | G/ONB/ORC DEAC-02/2023 |
| Description: | Supply and Delivery of Computer Software to the Directorate of Education, Arts and Culture – Oshikoto Region for a period of Twenty-Four (24) Months |
| Levy & Payment Method: | N\$ 100.00 per bidding document (non-refundable). |
| Enquiries: | Mr. Fillipus Nambahu (065 281 900) |
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| 2. Procurement Reference Number: | NCS/ONB/ORC DEAC-03/2023 |
| Description: | Servicing and Fixing Printers for the Directorate of Education, Arts and Culture- Oshikoto Region for a period of Twenty-Four (24) Months |
| Levy & Payment Method: | N\$ 100.00 per bidding document (non-refundable). |
| Enquiries: | Mr. Fillipus Nambahu (065 281 900) |
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| 3. Procurement Reference Number: | NCS/ONB/ORC-05/2023 |
| Description: | Provision of Catering Services to ORC and Delegated Functions, for a period of thirty-six (36) months. |
| Levy & Payment Method: | N\$ 300.00 per bidding document (non-refundable). |
| Enquiries: | Ms. Beata Ishitile (065 244 800) |
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| 4. Procurement Reference Number: | NCS/ONB/ORC-06/2023 |
| Description: | Rental of events management equipment to ORC and Delegated Functions, for a period of thirty-six (36) months |
| Levy & Payment Method: | N\$ 300.00 per bidding document (non-refundable). |
| Enquiries: | Ms. Beata Ishitile (065 244 800) |
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NB: The Bidder can print their bidding document and take it along with the proof of payment to Finance Division for date stamp.

Payment for all of the above bid should be transferred into following bank account (**EFT payments only. No cash deposits**):

Account Name: Oshikoto Regional Council – General Expenses
Bank: First National Bank
Account Number: 62017952236
Branch Code: 280072
Branch: Omuthiya

Any enquiries pertaining to the payments and purchasing of bidding documents, please call the Finance Accountants (065 244 815 / 826)

Date of advertisement & availability of bidding documents: 03 August 2023
Closing Date and submission: 13 September 2023 at 10h00
Opening of bids: 13 September 2023 at 11h00

Submission: Bids should be submitted in a sealed envelope, clearly marked with the appropriate Procurement Reference Number and Procurement Description, to be deposited in the Bid Box, Ground floor or addressed to the Procurement Management Unit (PMU), Oshikoto Regional Council, P. O. Box 19247, Omuthiya.

Important information to Bidders (NB:)

- 1. All Bidders should ensure that, posted and couriered bids should reach the PMU, before the closing date and time. No late submission will be accepted. All administrative processes must be done before the closing date and time (10h00 on 13 September 2023).**
- 2. All Bidders should always visit our online platforms, as all notices pertaining to this bid will be served online and published on the ORC Website (www.oshikotorc.gov.na) as well as Social Media (Facebook and Instagram).**