



**BUSINESS AND INTELLECTUAL
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Protecting Entrepreneurship and Innovation

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PROCUREMENT MANAGEMENT UNIT

Executive Summary of Bid Evaluation Report

PROVISION OF CONSULTANCY SERVICES FOR BIPA WORKFORCE COMPETENCY GAP ANALYSIS

Reference number of Procurement: SC/RP/BIPA-03/2019

1. Scope of Contract	Assess workforce competencies of 97 employees and identify the competency gaps among the BIPA employees and report to management. To be done in a period of less than six months.
2. Procurement method used	Open National Bidding (Request for Proposals)
3. Date of Invitation of Bids	25 September 2019
4. Closing date for submission of bids	25 October 2019
5. Date and place of opening of bids	25 October 2019, PZN BIPA Boardroom
6. Number of bids received by closing date	5

7. Responsiveness of bids:

Bidder's Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/No)	Reasons why bid is not responsive
Change Experience Consulting CC	129 267.36	No	Scored below pass rate
Khaima Recruitment and HR Solutions CC	576 600.00	No	Scored below pass rate

Price Waterhouse Coopers	390 310.00	Yes	Submitted the lowest evaluated substantially responsive bid
RMZ Consulting CC	557 528.00/307 200.00	No	Scored below pass rate
Deloitte	597 787.40	Yes	Second responsive bid.

8. Price comparison for bids that are substantially responsive:

Name	A. Price at Bid Opening N\$	B. Bid Price after corrections	C. price after Adjustments (VAT Incl.) N\$	D. Price after Margin of Preference [If applicable]	Rank
Price Waterhouse Coopers	390 310.00	390 310.00	390 310.00	N/A	1
Deloitte	597 787.40	597 787.40	597 787.40	N/A	2

9. Best Evaluated Bid and Contract Award:

Name	Bid Amount (N\$) incl. VAT
Price Waterhouse Coopers	390 310.00



Vivienne Katjuongua
Chief Executive Officer

