



**BUSINESS AND INTELLECTUAL
PROPERTY AUTHORITY**
Protecting Entrepreneurship and Innovation

P.O.Box 185
Windhoek, Namibia
Tel: +264 61 299 4400
Fax: +264 61 401061
E-mail: info@bipa.na
Website: www.bipa.na

PROCUREMENT MANAGEMENT UNIT

Executive Summary of Bid Evaluation Report

PROVISION OF CONSULTANCY SERVICES FOR CUSTOMER CARE TRAINING OF 40 BIPA STAFF

Reference number of Procurement: SC/RP/BIPA-04/2019

1. Scope of Contract	Customer Care Training for 40 BIPA Staff
2. Procurement method used	Open National Bidding (Request for Proposals)
3. Date of Invitation of Bids	07 November 2019
4. Closing date for submission of bids	09 December 2019
5. Date and place of opening of bids	09 December 2019, CEO Office
6. Number of bids received by closing date	6

7. Responsiveness of bids:

Bidder's Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/No)	Reasons why bid is not responsive
Cutting Edge Training and Consultancies CC	372 759.28	No	Scored below pass rate
Global Procurement and Supply and Logistics Centre CC	135 000.00	No	Scored below pass rate
Price Waterhouse Coopers	96 000.00 VAT EXCL.	Yes	
Khaima Recruitment and HR Solutions CC	248 040.00	No	Scored below pass rate

Punikwa Social Consultancy	319 659.75	No	Bidder failed to submit an Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner
Leo Events Management & Corporate Consultants	81 747.60 VAT EXCL.	No	Scored below pass rate

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	96 000.00 VAT EXCL.	96 000.00 VAT EXCL.	110 400.00	N/A	1

9. Best Evaluated Bid and Contract Award:

Name	Bid Amount (N\$) incl. VAT
Price Waterhouse Coopers	110 400.00



Vivienne Katjuongua
Chief Executive Officer

