

ROAD FUND ADMINISTRATION

Procurement NO: G/RFQ/RFA-14/2023

EXECUTIVE SUMMARY OF BID EVALUATION REPORT

[Issued in terms of section 7(1)(i) of the Public Procurement Act, 2015]

30 JUNE 2023

Road Fund Administration
21 Feld Street, Ausspannplatz
Private Bag 13372
Windhoek, Namibia
Tel: +264 61 433 3049
Fax: +264 61 433 3070
E-mail : procurement@rfanam.com.na

EXECUTIVE SUMMARY FOR THE BID FOR THE PROCUREMENT OF SUPPLIES AND REFRESHMENTS FOR THE RFA OFFICE

Procurement Reference no: G/RFQ/RFA-14/2023

1. DATE OF INVITATION OF BIDS

The RFQ document was circulated as an invitation to bidders on **08 JUNE 2023**.

2. CLOSING DATE FOR SUBMISSION OF BIDS

The closing date for all submissions was on **29 JUNE 2023** no later than **11:00 AM**.

3. DATE AND PLACE OF OPENING OF BIDS

The bid opening took place on **29 JUNE 2023** at **11:00AM** at the RFA Head Office.

4. NUMBER OF BIDS RECEIVED BY CLOSING DATE

A total of **ONE (1)** bid was submitted as at the closing date and time.

5. RESPONSIVENESS OF BIDS

No.	Business Entity	Is Bidder Eligible (Yes/ No)	Explanation for Unqualified Bidder
1	Tree Super Market t/a OK Foods Independence.	YES	N/A

6. EVALUATION

The proposal was evaluated for responsiveness and price.

7. FINANCIAL RANKING

Company Name	Accumulated Price Incl. Vat (NAD)		Accumulated Unit Price for 2-years Incl VAT	Rank
	Year 1	Year 2		
Tree Super Market t/a OK Foods Independence.	1 483.95	1 483.95	2 967.9	1

8. RECOMMENDATION FOR AWARD

8.1 The responsive bidder is **Tree Super Market t/a OK Foods Independence** at the prices per unit offered which are hereto attached as Annexure 1.

Section VII. Special Conditions of Contract 9

SECTION III: LIST OF GOODS AND PRICE SCHEDULE**QUOTATION FOR: Procurement of Supplies & Refreshments for RFA Office**

Procurement Ref No. G/RFQ/RFA- 14/2023

YEAR 1

INSTRUCTIONS TO THE PUBLIC ENTITY				INSTRUCTIONS TO BIDDERS					
At time of preparation of the RFQ, Columns A to D shall be filled in by the Public Entity. [To be filled by the Public Entity]				Bidders shall fill-in columns E - I and fill the total E= mark with a *if an equivalent is quoted F= Rate per unit G=Total price for one item (C x F) • If an equivalent is quoted, please attach to your quote appropriate technical information & specification • Bidders shall fill in and sign the bottom section of this page					
A	B	C	D	E	F	G	H	I	
Item no.	Description of Goods	Quantity required	Unit of measures	*	Price per unit NAD ¹	Total price without VAT NAD	VAT: NAD	Delivery weeks) (days/month	Country of Origin
1.	NamMilk Long Life Full Cream Milk -1 litre				24.97	21.71	3.26	1 x Week	NAM
2.	500ml Oasis Water (Still)				9.24	8.03	1.21	"	NAM
3.	10 KG Marathon White Sugar				195.99	195.99	0.00	"	NAM
4.	10 KG Marathon Brown Sugar				168.99	168.99	0.00	"	NAM
5.	Freshpak Rooibos 20 bags Green tea				36.99	32.17	4.82	"	SA
6.	Freshpak Rooibos 20 bags Ginger tea				30.52	26.54	3.98	"	SA
7.	Nescafe Ricoffy Coffee				123.94	107.77	16.17	"	SA

Section VII Special Conditions of Contract 10

	750g								
8.	Nestle Cremora Coffee Creamer 1kg				55.49	48.25	7.24	1 x week	SA
9.	Freshpak Rooibos Tea 160 Tagless				88.79	77.21	11.58	"	SA
10	Five Roses Smooth Ceylon Tea 200 Tagless				108.22	94.10	14.12	"	SA
11.	Bakers Eet- Sum-Mor Biscuits 200 g				32.37	28.15	4.22	"	SA
12.	Bakers Tennis Biscuits 200 g				26.82	23.32	3.50	"	SA
13.	Bakers Romany Creams Chocolate 200 g				36.99	32.17	4.82	"	SA
14.	Bakers Strawberry Whirls Biscuits 200 g				39.77	34.58	5.19	"	SA
15.	180g Original Lorenz Salt Letts Cocktail Mix (with sea salt)				38.84	33.77	5.07	"	SA
16.	450g Safari Peanuts and Raisins Lightly Salted			*	51.79	45.03	6.76	"	SA

Section VII Special Conditions of Contract 11

17.	1kg Endearments Mint				138.74	120.64	18.10	1x Week	SA
18.	Ouma Butter Milk Rusks				51.79	45.03	6.76	"	SA
19	Ouma Muesli Rusks				51.79	45.03	6.76	"	SA.
20	330ml Can Fanta Orange				9.24	8.03	1.21	"	SA
21	330ml Can Fanta Grape				9.24	8.03	1.21	"	SA
22	330ml Can Sprite				9.24	8.03	1.21	"	SA
23	330ml Can Stoney Ginger				9.24	8.03	1.21	"	SA
24	330ml Can Sparletta Sparberry				9.24	8.03	1.21	"	SA
25	330ml Can Coca Cola				9.24	8.03	1.21	"	SA
26	330ml Can Appletiser				14.79	12.86	1.93	"	SA
27	330ml Can Grapetiser				14.79	12.86	1.93	"	SA
28	330ml Can Fanta Pine Apple				9.24	8.03	1.21	"	SA
29	330ml Can Sparletta Pine Nut				9.24	8.03	1.21	"	SA
30	330ml Can Lemon Twist				9.24	8.03	1.21	"	SA
31	330ml Can Minute- Maid Red Grape Juice			*	12.02	10.45	1.57	"	SA

Section VII Special Conditions of Contract 12

32	330ml Can Minute Maid Blaze Berry Juice			*	12.02	10.45	1.57	1 x Week	SA
33	330ml Can Minute Maid Mango Juice			*	12.02	10.45	1.57	"	SA
34	330ml Can Minute Maid Breakfast Punch			✓	12.02	10.45	1.57	"	SA
35	330ml Can Minute Maid Guava Juice			*	11.09	9.64	1.45	"	SA
	GRAND TOTAL:				Excl. VAT	Incl. VAT:			
	1483.95				1337.91	1483.95			
NAME: Martine Oshuizen		SIGNATURE			DATE 25.06.2023				
NAME OF TREE		ADDRESS: 11 Ind Ave & Central St							
BIDDER: Supermarket 1/4 OK Foods Independence									

1. If Price quoted is subject to change in rate of exchange at the time of delivery of goods provide details hereunder:

Currency: Exchange Rate:

If no base rate of exchange is given, the price shall be treated as firm in Namibian Dollars for all intent and purpose.

Key notes: NA=NOT APPLICABLE, NQ=NO QUOTE