



**NATIONAL ASSEMBLY**

**PROCUREMENT MANAGEMENT UNIT**

Tel: (061) 288 2516

Reference: 5/7/3

Reference number: G/RFQ/03-08/25/26

Enquiries: Ms. E. Alweendo

Private Bag 13323

Windhoek

03 SEPTEMBER 2025

**NOTICE FOR SELECTION OF AWARD**

SECTION 55 OF THE PUBLIC PROCUREMENT ACT, 15 OF 2015  
REGULATION 38 (1) OF THE PUBLIC PROCUREMENT ACT, 15 OF 2015

**PART A**

**PROCUREMENT OF LIVESTREAMING MEDIA EQUIPMENT ROOM:  
PROCUREMENT REFERENCE NUMBER: G/RFQ/03-08/25/26.**

**TO: Stage Audio Works Southern Africa (Pty) Ltd**

**P.O. Box 41423**

**Windhoek**

**Contact: 0833310100**

- a) Kindly note that in terms of Section 55 of the Public Procurement Act, 2015 (Act No. 15 of 2015), you have been selected for PROCUREMENT OF LIVESTREAMING MEDIA EQUIPMENT ROOM: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-08/25/26
- b) You are informed that in the absence of any application for review of the selection of award referred to in paragraph (a) within seven (7) days of this notice, the Accounting Officer of National Assembly will award the contract to you.
- c) The period of seven (7) days referred to in paragraph (b) starts on 04 September 2025 and ends on 12 September 2025.

**PART B**

**NOTICE TO BIDDERS NOT SELECTED FOR AWARD**

No.	Name of bidder
No	Name of Bidder

1.	Stage Audio Works
2.	Fourth Post Technologies CC
3.	Hida and Sons Investment CC

d) Kindly note that, bidder (s) whose particulars are specified in PART A has been selected for award.

e) The price offered by the bidders referred to in paragraph (a) is as below:

Name of bidder	Description of works	Amount
Stage Audio Works Southern Africa (Pty) Ltd	PROCUREMENT OF LIVESTREAMING MEDIA EQUIPMENT ROOM: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-08/25/26	N\$ 1 031 260.34

(g) The criteria used to select for award of the bidder referred to in paragraph (a) is set out in the bid document reference number: **(G/RFQ/03-08/25/26)**.

h) Kindly note that if you are not satisfied with the selection of award made the Public entity, you may make an application for the review of the selection made within 7 days of this notice, and in the absence of an application for review, the Accounting Officer of National Assembly will award to the selected bidder.

i) The period of seven (7) days referred to in paragraph (b) starts on **04 September 2025 and ends on 12 September 2025**.

Yours Sincerely

  
**ESTHER N. KAAPANDA**  
**SECRETARY: NATIONAL ASSEMBLY**

PROCUREMENT OF LIVESTREAMING MEDIA EQUIPMENT ROOM: PROCUREMENT REFERENCE  
NUMBER: G/RFQ/03-08/25/26





## **National Assembly**

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Enquiries: Ms E. Alweendo  
Tel: 061-2882516

28 August 2025

### **PROCUREMENT MANAGEMENT UNIT**

#### **NOTICE OF PROCUREMENT AWARD/EXECUTIVE SUMMARY OF BID EVALUATION REPORT**

(Section 55 (8) & Regulation 39 (1))

**TO: ALL BIDDERS**

**SUBJECT: PROCUREMENT OF LIVESTREAMING MEDIA EQUIPMENT.:  
PROCUREMENT REFERENCE NUMBER: G/RFQ/03-08/25/26.**

**PROCUREMENT REFERENCE NUMBER: G/RFQ/03-08/25/26**

- 1. Scope of Contract:** Procurement of Livestreaming Media Equipment
- 2. Procurement method used:** Request for Sealed Quotation
- 3. Date of invitation of bids:** 30 July 2025
- 4. Closing date for submission of bids:** 15 August 2025
- 5. Date of opening of bids:** 15 August 2025
- 6. Number of bids received by closing date:** Three (3)
- 7. Splitting of contract as per the lowest evaluated cost per item applicable (Yes/No):** No
- 8. Number of responsive bids:** One (1)
- 9. Number of none responsive bids:** Two (2)

#	Bidder's Name	Amount quoted	Responsive	Reasons why bid is not responsive	Contact awarded
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		EXL VAT	(Yes/ No)		(Yes/ No) and contract value
1.	Stage Audio Works	N\$ 1 031 260.34	Yes	None	Yes (1 031 260.34)
2.	Fourth Post Technologies CC	N\$ 1 053 689.60	No	a) Bidder did not submit detailed quotation under the company letter head	No
3.	Hida and Sons Investment CC	N\$ 1 119 300.00	No	a) Bidder did not submit identity copies of shareholders	No

10. Your participation in this regard was highly appreciated.



03/09/2025

DATE



## National Assembly

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Ref: 2/3/5

### INTERNAL MEMORANDUM

**TO :** MR. OSCAR MUYATWA  
DEPUTY SECRETARY: NATIONAL ASSEMBLY

**FROM :** ESTHER N. KAAPANDA  
SECRETARY: NATIONAL ASSEMBLY

**DATE :** 22 AUGUST 2025

**SUBJECT :** APPOINTMENT AS ACTING SECRETARY: 25 AUGUST 2025 TO  
12 SEPTEMBER 2025

Kindly be informed that I will be out of the office during the aforesaid period. In view of the above, I hereby appoint you (Mr. Oscar Muyatwa) as the Acting Secretary and Accounting Officer of the National Assembly (NA) during the aforesaid period.

Strictly comply with policies/regulatory framework(s) on matters that has legal, personnel and financial implications, amongst others and consult to avoid any adverse consequence(s) to the NA.

Kind regards

Cc: Honourable Speaker  
Honourable Deputy Speaker  
All Directors  
All Deputy Directors  
All Staff Members

*All official correspondence must be addressed to the Secretary*