

NATIONAL ASSEMBLY

PROCUREMENT MANAGEMENT UNIT

Tel: (061) 288 2516

Reference: 5/7/3

Reference number: G/RFQ/03-03/26/27

Enquiries: Ms. S. Hailapa

Private Bag 13323

Windhoek

24 APRIL 2026

**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**

**SUBJECT: SUPPLY AND DELIVERY OF CARTRIDGES FOR THE NATIONAL ASSEMBLY: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27.**

**TO: Waltons Namibia Pty Ltd**

**P.O. Box 3187**

**Windhoek**

**Contact: 083 2838155**

- 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 **SUBJECT: SUPPLY AND DELIVERY OF CARTRIDGES FOR THE NATIONAL ASSEMBLY: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27.**
- 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 27 April 2026 and ends on 05 May 2026.

**PART B**

**NOTICE TO BIDDERS NOT SELECTED FOR AWARD**

No.	Name of bidder
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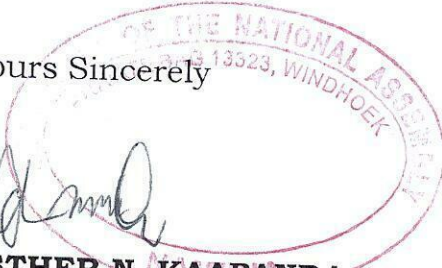
No	Name of Bidder
1.	Namib Office Supplies CC

- 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
Waltons Namibia Pty Ltd	<b>SUBJECT: SUPPLY AND DELIVERY OF CARTRIDGES FOR THE NATIONAL ASSEMBLY: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27.</b>	<b>N\$ 20 480.00(INCL VAT)</b>

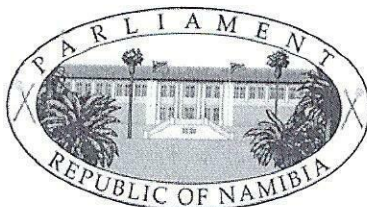
- (g) The criteria used to select for award of the bidder referred to in paragraph (a) is set out in the bid document reference number: **(G/RFQ/03-03/26/27)**.
- h) Kindly note that if you are not satisfied with the selection of award made the Public entity, you may make an application for the review 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 **27 April 2026 and ends on 05 May 2026**.

Yours Sincerely

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

**SUBJECT: SUPPLY AND DELIVERY OF CARTRIDGES FOR THE NATIONAL ASSEMBLY: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27**



## **National Assembly**

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24 April 2026

### **PROCUREMENT MANAGEMENT UNIT**

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

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

**TO: ALL BIDDERS**


**SUBJECT: SUPPLY AND DELIVERY OF CARTRIDGES FOR THE NATIONAL  
ASSEMBLY: PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27.**

**PROCUREMENT REFERENCE NUMBER: G/RFQ/03-03/26/27**

- 1. Scope of Contract:** Supply and Delivery of Cartridges for the National Assembly
- 2. Procurement method used:** Request for Sealed Quotations
- 3. Date of invitation of bids:** 08 April 2026
- 4. Closing date for submission of bids:** 17 April 2026
- 5. Date of opening of bids:** 21 April 2026
- 6. Number of bids received by closing date:** Two (2)
- 7. Splitting of contract as per the lowest evaluated cost per item applicable (Yes/No):** No
- 8. Number of responsive bids:** Two (2)
- 9. Number of none responsive bids:** Two (2)

#	Bidder's Name	Amount quoted EXL VAT	Responsive (Yes/ No)	Reasons why bid is not responsive	Contact awarded (Yes/ No) and contract value
1.	Namib Office Supplies CC	N\$ 18 393.78	Yes	Not the lowest responsive bid	No
2.	Waltons Namibia Pty Ltd	N\$ 17 808.70	Yes	None	Yes (N\$ 20 480.00) inclusive of VAT

10. Your participation in this regard was highly appreciated.



**ESTHER KAAPANDA (MS)**  
**SECRETARY: NATIONAL ASSEMBLY**

24.04.2026

**DATE**