



**REPUBLIC OF NAMIBIA**

**Ministry of Health and Social Services**

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**Executive Summary of Bid Evaluation Report**

**Project Title:** REQUEST FOR QUOTATION FOR THE PROCUREMENT OF MICROSOFT OFFICE MAC HOME AND BUSINESS 2019 FPP FOR THE EXECUTIVE DIRECTOR

**Reference number of procurement:** G/IQ/1302HO-4/2019

- 1. Scope of Contract:** The request for the procurement of Microsoft Office Mac Home and Business 2019 FPP for the Executive Director, was received by the Procurement Management Unit, for these item to be procured urgently using small value quotation procurement method. Quotations were requested by the subdivision: Executive Management.
- 2. Procurement method used:** Request for Informal Quotation
- 3. Date of Invitation of Quotations:** 25 March 2019
- 4. Closing date for submission of Quotations:** 25 march 2019
- 5. Number of Quotations received by closing date:** Two (2) quotations
- 6. Responsiveness of Quotations**

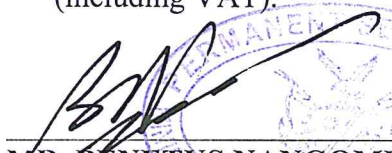
Bidder' s Name	Pricing at quotation Opening NS	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
PC Centre	NS 4,500.00	Yes	-
Incredible connection	NS 5,199.00	No	High price

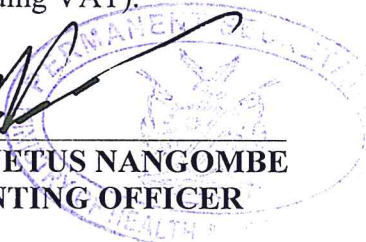
**7. Price comparison for bids that are substantially responsive:**

Name	A. Price at Quotation Opening N\$	B. Quotation Price after corrections	C. price after Adjustments N\$	D. Price after Margin of Preference [If applicable]	Rank
PC Centre	N\$ 4,500.00	N/A	N/A	N/A	1
Incredible connection	N\$ 5,199.00	N/A	N/A	N/A	2

**8. Best Evaluated Quotation:**

8.1 **PC Centre**, is the cheapest and is awarded the quotation for the procurement of Microsoft Office Mac Home and Business 2019 FPP for the Executive Director to a total amount of **N\$ 4,500.00** (including VAT).

  
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**MR. BENETUS NANGOMBE**  
**ACCOUNTING OFFICER**



8/4/17  
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DATE