



Republic of Namibia

Ministry of Urban and Rural Development

Invitation for Bids (IFB)

NCS/ONB/17-1/2018 – Leasing twenty-seven (27) multi-functional digital photocopy machines for the period of sixty (60) months

1. Bids are invited through Open National Bidding (ONB) procedures for ***Leasing twenty-seven (27) multi-functional digital photocopy machines for the period of sixty (60) months*** and the invitation is open to all Namibian bidders.
2. Interested eligible bidders may obtain further information from ***Ministry of Urban and Rural Development***, attention: ***Peyependa Nghaamwa*** at e-mail: pmu@murd.gov.na and inspect the Bidding Documents at the address given below ***during office hours only***.
3. Qualifications requirements include: ***[Manufacture Authorization; Financial Statements; Technical Specifications]***.
4. A complete set of Bidding Documents in ***“English”*** may be purchased by interested bidders on the submission of a written application to the address below upon payment of a non-refundable fee ***“Three Hundred Namibia Dollar – N\$ 300-00”*** The method of payment will be ***“Cash”***. The Bidding Documents will be collected at the address below on Monday to Friday between 08H00 to 12H00 ONLY.
5. Bids must be delivered on or before ***12 November 2018*** at ***10:00am***. Electronic bidding will ***“will not”*** be permitted. Late bids will be rejected. Bids will be opened in the presence of the bidders’ representatives who choose to attend in person at the address below; and on the ***12 November 2018*** at ***10:00am***.
6. The address referred to above is:
Ministry of Urban and Rural Development
Government Office Park, Luther Street,
2nd Floor, Bid Submission (Deposited in the bidding box)
Windhoek

