



EXECUTIVE SUMMARY OF THE BID EVALUATION REPORT (SECTION 55(8))

1.	Name of Procurement	Consultancy to conduct an Employee Climate Assessment Survey
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2.	MBN Procurement Reference No	SC/RFP/MBN-01/2024
3.	Date of Submission of Report	16 April 2024
4.	Contract Number	SC/RFP/MBN-01/2024
5.	Scope of Contract	Consultancy to conduct an Employee Climate Assessment Survey
6.	Estimated Cost:	
7.	Funding Agency	Livestock and Livestock Products Board of Namibia
8.	Procurement Method Used	RFP
9.	Date of Invitation of Bids	27 March 2024
10.	Closing Date of Submission of Bids	11 April 2024
11.	Date and Place of Opening of Bids	Room 6 11 April @ 12pm
12.	Number of Bids Received by Closing Date	9(nine)

13. Purpose

To seek approval from the Accounting Officer to appoint the most responsive bid in terms of bidding criteria and price for the provision for the consultancy to conduct an **Employee Climate Assessment of the Livestock and Livestock Products Board of Namibia.**

14. Bids Received

LLPB requested Proposals for the **Employee Climate Assessment of the Livestock and Livestock Products Board of Namibia..** As per Section 35 (3) of the Public Procurement Act 15 of 2015 a Request for Proposals may be requested for consultancies.

15.1 The below companies were requested to submit their bids

Bidders were invited via the LLPBN Facebook page, website and the e-procurement portal.

15.2 The following companies have submitted their quotations:

1.	Von Djums Trading cc
2.	Ndapunikwa Investment cc
3.	Ta /Nusen Trading cc
4.	InnovateXcel
5.	Diamond Training Institute
6.	Dynamic Mobile Solutions cc
7.	Deloitte
8.	Zutari (Pty) Ltdpw
9.	Business Intelligence Africa(BIA)

16. Responsiveness of Bids:

	Name of the Bidder	Responsiveness per Evaluation Stage				Reasons Why Bid Is Not Responsive
		Eligibility Criteria	Technical Criteria	Financial Requirement Criteria	Financial Evaluation Criteria	
1.	Ndapunikwa Investments cc	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
2.	Von Djums Traduing cc	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
3.	Ta Nuseb Trading cc	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
4.	Innovatexcel Consulting	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
5.	Diamond Training Institute	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
6.	Dynamic Mobile Solutions	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
7.	Deloitte	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
8.	Zutari	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified
9.	BIA	Responsive	Responsive	Responsive	Responsive	Bidder not disqualified

14. Price Comparison for the Responsive bid(s)

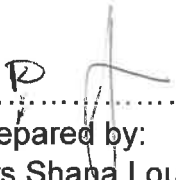
Bidder's Name	Total Bid Price Read- Out at Bid Opening VAT Incl. N\$	Ranking
Ndapunikwa Investments cc	76 000-00	3.
Von Djums Traduing cc	134 000-00	4
Ta Nuseb Trading cc	378 982-50	8.
Innovatexcel Consulting	356 600-00	7.
Diamond Training Institute	135 500-00	5.
Dynamic Mobile Solutions	45 425-00	1.
Deloitte	177 857-31	6.
Zutari	491 180-85	9.
BIA	62 500-00	2.

15. RECOMMENDATION

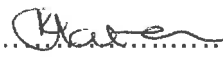
The Bid Evaluation Committee at its sitting on 16 April 2024 after evaluating the technical and financial proposal presented the BEC concluded that the following company was the most favorable as per the terms set out in the RFP:

Bidder No.	Bidder's Name	Quotation Amount	Address
6.	Dynamic Mobile Solutions	N\$45 425-00	Windhoek


The BEC for this reason recommended to the Procurement Committee to award Dynamic Mobile Solutions to conduct an Employee Climate Assessment Survey on the LLPBN employees.


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Prepared by:
Mrs Shana Louw
Bid Evaluation Committee

17/04/24
Date


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Reviewed By:
Ms Keodumetse Thataone
Head PMU

Date 17/04/2024


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Mr Willie Schutz
Procurement Committee
Recommended/Not Recommended

17/4/24
Date


.....
Mr Paul Strydom
Accounting Officer
Recommended/Not Recommended

17/4/2024
Date

ACKNOWLEDGEMENT OF RECEIPT FORM

**Consultancy to conduct Employee Climate Assessment Survey
REFERENCE NO: (CS/RFP/LLPBN-01/2024)**

I/We _____ hereby
acknowledge receipt of this Executive Summary dated _____ and undertake to
immediately return the signed acknowledgment of receipt to LLPBN as proof of receipt.

Name: Signature:

Date: Company Stamp: