

The Road Fund Administration (RFA) is a statutory organisation, established under Act 18 of 1999 to manage the Namibian Road User Charging System (RUCS) with a view to secure funding required to achieve a safe and efficient road sector in Namibia.

## REQUEST FOR PROPOSALS

Provision of Consultancy Services:

### **BUSINESS PROCESS IMPROVEMENT AND RE-ENGINEERING FOR THE ROAD FUND ADMINISTRATION.**

Procurement Reference No: SC/RP/RFA-04/2021

The Road Fund Administration (RFA) invites suitably qualified, competent and experienced consultants to submit their bid for business process improvement and re-engineering for the Road Fund Administration.

**Scope of Work:** Review the current business processes, design and facilitate the implementation of new organisation wide business processes to improve operational excellence.

Bid document, can be obtained from Mrs. Emilia Kandjimbi on the 2<sup>nd</sup> floor of the RFA's Head Office located at 21 Feld Street, Windhoek, Namibia at a non-refundable cost of **N\$300.00**.

All bidding documents submitted shall comply to the stipulations of the Public Procurement Act, 2015 (Act 15 of 2015). Information pertaining to the submission and evaluation of the proposals is contained in the RFP document.

Please take note that proposals will not be considered unless delivered before the closing date and time indicated below. It is the responsibility of the potential Bidder to ensure that proposals are placed in the bid box at the RFA before the closing date and time. All technical and financial proposals become the property of the RFA.

CLOSING DATE and TIME FOR BIDS	:	Friday, 18 June 2021 - 11:00 am (local time)
DELIVERY ADDRESS:		Bid Box, Ground Floor, Road Fund Administration Head Office, 21 Feld Street, Windhoek,
ENQUIRIES:		Tel: +264 (61) 433 3049
EMAIL:		<a href="mailto:procurement@rfanam.com.na">procurement@rfanam.com.na</a>