



# Procurement Management Unit

(Established under section 6 of the Public Procurement Act, 2015)

Ref: SC/RP/RFA – 18/2020

## EXECUTIVE SUMMARY OF BID EVALUATION REPORT

[Issued in terms of section 7(1)(i) of the Public Procurement Act, 2015]

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## Executive Summary of Bid Evaluation Report

CONSULTANCY SERVICES FOR THE COMPILING, PRODUCTION, EDITING AND PRINTING OF THE ROAD FUND ADMINISTRATION INTEGRATED ANNUAL REPORT FOR A THREE-YEAR PERIOD (2020/2021;2021/2022 AND 2022/2023)

**Reference number of procurement: SC/RP/RFA – 18/2020**

**1. Scope of Contract:**

- 1.1 Compiling, Production, Editing and Printing of the Road Fund Administration 's Integrated Annual Report (IAR) for three Financial Years (FY): FY 2020/2021, FY 2021/2022 and FY 2022/2023.
- 1.2 Closely collaborate with the RFA contracted Creative Service Agent on the creative designs of the Integrated Annual Report.

**2. Procurement method used:**

The Request for Proposals method as provided for in terms of the Public Procurement Act (Act 15 of 2015), section 35 and through open advertised bidding as provided for by section 28 (a).

**3. Date of Invitation of Bids:**

A Request for Proposals was issued on 30 March 2021, through various print media and on the RFA website.

**4. Closing date for submission of bids:**

The closing date for all submissions was on Friday 23 April 2021 at 11:00.

**5. Date and place of opening of bids**

The bid opening took place on Friday 23 April 2021 at 11:05 at the RFA head office.

**6. Number of bids received by closing date:**

A total number of eleven (11) bids were submitted by the closing date and time.

7. Responsiveness of bids:

Bidder' s Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
Vybrands Advertising	565,958.13	Yes	N/A
Kuik Media	N/A	No	Business ownership documents not certified
Marone Investments CC	N/A	No	Social Security Certificate Expired 19 March 2021
Mathew Gowaseb & Associates	N/A	No	Technically not responsive
SnB Financial Solutions	N/A	No	None of the eligibility compliance documents were submitted.
Ebbrie Genenis Stationer CC	N/A	No	Technically not responsive
Solitaire Press	1,088,792.40	Yes	N/A
Juxtapose Design	529,000.85	Yes	N/A
Heiress Media & Communications	N/A	No	Technically not responsive
Muadifam Enterprises CC Oye Creative Studio CC Joint Venture	997,008.27	Yes	N/A
Tekmak Investment	N/A	No	Technically not responsive

Price comparison for bids that are substantially responsive:

Name	A. Price at Bid Opening N\$	B. Bid Price after corrections	C. price after Adjustments N\$	D. Price after Margin of Preference [If applicable]	Rank
Vybrands Advertising	565,958.13	N/A			2
Solitaire Press	1,088,792.40	N/A			4
Juxtapose Design	529,000.85	N/A			1
Muadifam Enterprises CC Oye Creative Studio CC Joint Venture	997,008.27				3

### Combining the Technical and Financial/Price Score (Proposal Index)

*Summary of Technical and Financial Evaluation Scores and ranking*

No.	Name of Bidder	Technical Score	Price Score	Final Score out of 100	Ranking
1.	Vybrands Advertising	55.20	28.04	83.24	1
2.	Muadifam Enterprises CC Oye Creative Studio CC Joint Venture	56.87	15.92	72.79	3
3.	Juxtapose Design	51.27	30.00	81.27	2
4.	Solitaire Press	49.90	14.58	64.48	4

Best Evaluated Bid: Vybrands Advertising obtained the highest combined score for the technical and financial evaluation of 83.24 and thus ranked 1st.