

# ROAD FUND ADMINISTRATION

Procurement No: SC/RP/RFA – 14/2022

## 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

Design, Develop and Execute a Competency-based Training based on Soft Skills for the RFA  
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### 1. Scope of Contract:

The scope of services to be provided will focus on the design, development and execution of competency-based soft skills training. Soft skills are an essential part of improving one's ability to work with others and can have a positive influence on furthering one's career. The intervention shall cover the following themes or learning areas:

- (i) Relationship Building;
- (ii) Assertiveness;
- (iii) Resilience;
- (iv) Motivating and Influencing Others;
- (v) Working within a team;
- (vi) Problem Solving;
- (vii) Taking Initiative;
- (viii) Conflict Resolution;
- (ix) Customer Centric;
- (x) Negotiation;
- (xi) Coaching and Developing Others;
- (xii) Stress Management;
- (xiii) Judgement and Decision; and
- (xiv) Emotional Maturity.

- 2. Procurement method used: Request for Proposals
- 3. Date of Invitation of Bids: 01 November 2022
- 4. Closing date for submission of bids: 28 November 2022
- 5. Date and place of opening of bids: 28 November 2022, 11h00 AM, RFA Head Office
- 6. Number of bids received by closing date: six (6) bids

7. Responsiveness of bids:

Bidder' s Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
Deloitte	N/A	Yes	N/A
Diamond Training Institute	N/A	Yes	N/A
Hito HR and Training Consultant	N/A	No	No Good Standing for SSC
Interactive Teambuilding Trading CC	N/A	No	No Good Standing for SSC
Bunny Digital Solutions	N/A	No	Company registration not certified
Steward Business Solutions	N/A	No	They only submitted Training Manual and no proposal

8. 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\$	Rank
Deloitte	<b>139 725,00</b>	<b>139 725,00</b>	<b>139 725,00</b>	1
Diamond Training Institute	<b>145 532,50</b>	<b>145 532,50</b>	<b>145 532,50</b>	2

9. Best Evaluated Bid: Diamond Training Institute