

## INVITATION FOR BIDS (IFB) OPEN INTERNATIONAL BIDDING (OIB)

Bids are hereby invited through Open International Bidding (OIB) in line with Section 30 of the Public Procurement Act No.15 of 2015 as amended.

|                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
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| <b>Procuring Agent</b>                                          | The Central Procurement Board of Namibia                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Country</b>                                                  | Namibia                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Description of the Bid</b>                                   | <b>Supply, Delivery, Implementation, Commissioning, Support and Maintenance of an Integrated Business Registration System (IBRS) for Business and Intellectual Property Authority (BIPA) for a period of two (2) Years,</b>                                                                                                                                                                                                                                                               |
| <b>Procurement Reference Number</b>                             | G/OIB/CPBN-02/2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Bidding Document Price and Method of Payment</b>             | <ul style="list-style-type: none"> <li>A Non-refundable amount of N\$600-00 is payable into the Central Procurement Board of Namibia bank account once a reference number has been issued.</li> </ul> <p>Reference numbers to be obtained from the following email address: <b>procurement@cpb.org.na</b></p> <ul style="list-style-type: none"> <li>Electronic Funds Transfer (EFT); or</li> <li>Swiping at Point-of-Sale Machine at the Central Procurement Board of Namibia</li> </ul> |
| <b>Bidding Document</b>                                         | The Bidding Document is non-transferable                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>Address for the Collection &amp; Submission of Documents</b> | <p>A set of complete documents with detailed specifications can be obtained from and submitted at:</p> <p><i>The Central Procurement Board of Namibia</i></p> <p><i>Erf 8161 Julius Nyerere Street,</i></p> <p><i>Southern Industry,</i></p> <p><i>Ground Floor, Windhoek</i></p> <p><i>Namibia</i></p>                                                                                                                                                                                   |
| <b>Date of Issue</b>                                            | 18 August 2023                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Closing Date and Time</b>                                    | <p><b>29 September 2023: On or before 11:00 AM (Namibian Time)</b></p> <p><i>(No late submissions/offers will be accepted)</i></p>                                                                                                                                                                                                                                                                                                                                                        |
| <b>Opening of Bids</b>                                          | <p>Bids will be opened in the presence of the Bidder's representatives in attendance at:</p> <p><i>The Central Procurement Board of Namibia,</i></p> <p><i>Erf 8161 Julius Nyerere Street,</i></p> <p><i>Southern Industry,</i></p> <p><i>Ground Floor, Windhoek,</i></p> <p><i>Namibia,</i></p> <p><b>on 29 September 2023 at 11:05 AM (Namibian Time)</b></p>                                                                                                                           |
| <b>General Enquiries</b>                                        | <p>The Central Procurement Board of Namibia</p> <p>Erf 8161 Julius Nyerere Street,</p> <p>Southern Industry,</p> <p>Namibia</p> <p>Tel: +264 61 447700</p> <p>Email Address: <b>procurement@cpb.org.na</b></p>                                                                                                                                                                                                                                                                            |
| <b>Bid Clarifications</b>                                       | <p>All Requests for Clarifications should be addressed in writing to the e-mail: <b>clarifications2@cpb.org.na</b> and reach the Procuring Agent not later than <b>11 September 2023</b>. (14 days prior to the closing date for submission of bids). Late requests will NOT be responded to.</p>                                                                                                                                                                                         |
| <b>Non-compulsory Pre-Bid Meeting/ Site Visit</b>               | <p>Date &amp; Time: <b>04 September 2023 at 11H00 AM (Namibian Time)</b></p> <p><b>A non-compulsory and non-disqualifying pre-bid meeting shall be held via Microsoft Teams (the link to the online meeting platform will be shared with bidders on the morning of the meeting date).</b></p>                                                                                                                                                                                             |