



Request for Quotations for Works

**Construction of two-bedroom staff house at Spitzkope and
Tubusis Water Supply Scheme in Erongo Region**

Procurement Reference No: W/RFQ/NW-011/2027

Name of Bidder		
Contact Person		
E-mail Address		
Postal Address		
Lot 1 Total Amount (Excl. VAT)		
Lot 2 Total Amount (Excl. VAT)		
Contact Phone number	Work:	Mobile:

Documents must be posted / delivered to:

The Quotation/Bid Box

Att: Procurement Management Unit (+264 61 71 2009, bids@namwater.com.na)

Namibia Water Corporation Ltd.

Private Bag 13389

176 Iscor Street, Aigams Building

Windhoek

Closing Date: Thursday 03 September 2026 at 11h00
**Non- Compulsory Pre-bid/site meeting: 24 August 2026 at Spitzkope Scheme at 10h00 and Tubusis
 12h00**

NO LATE BIDS WILL BE ACCEPTED!

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NOTICE TO BIDDERS

- ☐ **Please take note of initializing all pages of the standard bidding document and initial all the supporting documents including company profiles, brochures, etc.**
- ☐ **Take note to sign all relevant pages as stipulated in the bidding standard document.**

Copies of documents not certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963) will not be accepted

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Namibia Water Corporation Ltd.
 Private Bag 13389, Windhoek, Namibia
 Tel: +264 61 71 2066
 Fax: +264 61 21 074

Letter of Invitation

[Name and Address of Bidder _____]

[Procurement Reference Number: W/RFQ/NW-011/2027]

13 August 2026

Dear Bidders,

Construction of two-bedroom staff house at Spitzkope and Tubusis Water Supply Scheme in Erongo Region

NamWater invites you to submit your best quote for the works described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

Queries, if any, should be addressed to Procurement Management Unit (E-mail: bids@namwater.com.na) Private Bag 13389 Windhoek, Namibia.

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Yours faithfully,

Procurement Management Unit

PMU

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SECTION I: INSTRUCTIONS TO BIDDERS

1. Rights of Public Entity

NamWater reserves the right:

- (a) to split the contract as per the lowest evaluated cost per lot; and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration,
- (b) the Priced Activity Schedule in Section IV;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment as deemed appropriate

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

3. Validity of Quotations

The quotation validity period shall be **120** days from the date of bid submission deadline.

4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) Have a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), of a full valid company Registration Document;
- (b) Have an original or a certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), of a valid Good Standing Tax Certificate, as certified by the Commissioner of Oath.
- (c) have an valid good Standing Social Security Certificate;
- (d) Have a valid certified copy (certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act.1963 (Act No. 16 of 1963)), of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998 or a valid certified copy of the original document, as certified by the Commissioner of Oath;
- (e) Submit signed Bid-securing Declaration.
- (f) An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws,

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Remuneration Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;

- (h) Submit a Company Profile (detail company profile including business address, company structure, operational capacity, equipment, resources, project experience).
- (i) Submit Client References ((at least 3 reference letters for similar services (Residential/Property Construction Projects) successfully delivered in the past 5 years)).
- (j) Submit CVs for Civil Artisan, Certified Electrician & Certified Plumber with a minimum N3 Certificate.
- (k) A Bidder that is under a declaration of ineligibility by the Government of Namibia in accordance with applicable laws at the date of the deadline for bid submission or thereafter, shall be disqualified.

Bids from service providers appearing on the ineligibility lists of African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank Group and World Bank Group shall be rejected.

Links for checking the ineligibility lists are available at:

- Republic of Namibia, Procurement Policy Unit
<https://egp2.gov.na/forms/SearchSuspendedBidders.jsf>
- African Development Bank
<https://www.afdb.org/en/projects-operations/debarment-and-sanctions-procedures>
- Asian Development Bank
<http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&count=999>
- European Bank for Reconstruction and Development
<http://www.ebrd.com/pages/about/integrity/list.shtml>
- Inter-American Development Bank Group
<http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html>

5. Bid Securing Declaration

Bidders are required to subscribe to a Bid Securing Declaration for this procurement process.

6. Works Completion Period

The completion period for works shall be **45 days** after acceptance and issue of Purchase Order. Deviation in completion period shall not be accepted.

7. Sealing and Marking of Quotations

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Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to NamWater with the Bidder's name at the back of the envelope.

8. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at Namibia Water Corporation Ltd Head office, Private Bag 13389, 176 Iscor Street, Aigams Building, Windhoek, not later than **Thursday, 03 September 2026 at 11h00. Non- Compulsory Pre-bid/site meeting: 24 August 2026 at 10h00 Spitzkope and Tubusis at 12h00.** Offers by post or hand delivered should reach Private Bag 13389 by the same date and time at latest. Late Offers will be rejected.

Quotations received by e-mail will not be considered.

9. Opening of Quotations

Quotations will be opened internally by NamWater immediately after the closing time referred to in section 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of a Bid Securing Declaration, will be posted on the website of NamWater and available to any bidder on request within three working days of the Opening.

10. Evaluation of Quotations

NamWater shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of evaluated cost, subject to Margin of Preference where applicable, to determine the lowest evaluated quotation.

Technical Evaluation

Evaluation Criteria	Scoring Methodology	Maximum Score
1. Company Experience in Similar Residential/Property Construction Projects	More than 5 similar completed projects in the last 10 years – 25 points 3–5 similar completed projects – 15 points 1–2 similar completed projects – 5 points No similar experience – 0 points	25
2. Company Profile and Local Presence	Detailed company profile including business address, company structure, operational capacity, equipment resources and project experience. No detailed company profile 5 points No company profile – 0 points	10
3. Client References and Completion Certificates	5 or more contactable reference letters supported by completion certificates – 20 points 3–4 reference letters – 15 points 1–2 reference letters – 5 points No valid reference letters – 0 points	20

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4. Personnel: CVs and Certified Qualifications	Civil Artisan: >5 years = 5 points; 3–5 years = 3 points; <3 years = 0 points Certified Electrician: >5 years = 5 points; 3–5 years = 3 points; <3 years = 0 points Certified Plumber: >5 years = 5 points; 3–5 years = 3 points; <3 years = 0 points	15
5. Project Methodology and Work Programme	Detailed methodology, quality control, HSE plan and programme – 15 points Adequate methodology – 10 points Basic methodology – 5 points No methodology – 0 points	15
6. Plant, Equipment and Resources Availability	Provision for Concrete mixer, Compactor, Water tank/trailer, Scaffolding, Generator, Light delivery vehicle/pick-up All essential equipment available – 15 points Most equipment available – 10 points Limited equipment – 5 points No evidence – 0 points	15
TOTAL TECHNICAL SCORE		100

The total Technical Qualification criteria score is out of **100%** marks. Only Bidders with a minimum **70%** marks score for Technical Qualification criteria will proceed to the next evaluation criteria (Financial Evaluation).

Financial Evaluation

Bidders will be ranked in descending order. The bidder ranked 1 will be deemed most responsive and awarded the contract.

11. Technical Compliance

The Specifications and Compliance Sheet details the minimum specifications of the works to be carried out. The specifications have to be met, but no credit will be given for exceeding the specifications.

12. Prices and Currency of Payment

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

13. Margin of Preference

Code of good practice on preferences referred to in section 71 and 72 of Public Procurement Act, 2015 will be applied.

13.1 The applicable margins of preference and their application methodology are as follows:

Categories of Bidders	Margin of Preference	Documentary evidence to be submitted	CRITERIA
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Manufacturer	2%	-Certificate of registration from a registering authority -Declaration by the bidder that the manufactured goods meet the local content as determined in Annexure 6 as per the cost structure for Value Added Calculation in Annexure 1, and as certified by an Accountant.	“manufacturer” means a person or a company that is involved in the physical or chemical transformation or materials or components into new products whether or not – (a) the transformation is through work; (i) Performed by a power-driven machine or by hand; or (ii) Done in a home or factory; or (iii) The new products are sold on a wholesale or retail basis.
Micro, Small and Medium Enterprise	1%	-SME registration certificate -Declaration indicating the percentage of Namibian MSME ownership	A bidder who is a MSME, means an enterprise that has a valid micro, small and medium enterprise certificate issued by the Ministry responsible for trade, whose minimum equity is 51 % owned by Namibians.
Women owned Enterprise	1%	-IDs of all shareholders -Founding statement/company registration indicating ownership structure/shareholder certificate -declaration indicating the percentage of Namibian female ownership	A bidder who is a woman or whose minimum equity is 51% owned by Namibian women.
Youth owned enterprise	2%	-IDs of all shareholders -Founding statement/company registration indicating ownership structure/shareholder certificate -declaration indicating the percentage of Namibian youth ownership	A bidder who is a youth or whose minimum equity is 51% owned by Namibian youths
Previously Disadvantaged Person owned enterprise	2%	-IDs of all shareholders -Founding statement/company registration indicating ownership structure/shareholder certificates -declaration indicating the percentage of Namibian PDPs ownership	A bidder who is a PDP or whose minimum equity is 51% owned by Namibian PDPs.
Suppliers providing environmental protection	1%	-declaration and proof that the bidder meets the requirements set out in the bidding document	A bidder that promotes the protection of the environment, maintains ecosystems and sustainable use of natural resources as specified by the public entity in the bidding document.
Suppliers providing employment to Namibian	1%	-declaration that the bidder employs 50% or more Namibian citizens	A bidder who employs 50% or more Namibian citizens. Submit employees’ Social Security certificates
TOTAL	10%		

Formula to calculate margins of preference:

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$$A = \frac{MP \times BP}{100}$$

in which formula -

- (a) "A" represents the amount to be determined.
- (b) "MP" represents the total percentage of all margins of preferences granted in respect of the bid; and
- (c) "BP" represents the bid price.

14. Award of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

15. Notification of Award and Debriefing

NamWater shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within 7 days. Furthermore, the Public Entity shall attend to all requests for debriefing made in writing within 7 days of the unsuccessful bidders being informed of the award.

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SECTION II: QUOTATION LETTER

(to be completed by Bidders)

*[Complete this form with all the requested details and submit it as the first page of your quotation with the Priced Activity Schedule and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. **If your quotation is not authorised, it will be rejected***

Quotation addressed to: <i>[name of Public Entity]</i>	Namibia Water Corporation Ltd (NamWater)
Procurement Reference Number:	W/RFQ/NW-011/2027
Subject matter of Procurement:	Construction of two-bedroom staff house at Spitzkope and Tubusis Water Supply Schemes in Erongo Region.

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Security/Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead disqualification on the grounds mentioned in the BDS]

The validity period of our Quotation is _____ days *[insert number of days]* from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within _____ *[insert number]* days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within _____ *[insert number]* days from date of issue of Purchase Order/ Letter of acceptance.

Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./E-mail	

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Appendix to Quotation Letter

BID SECURING DECLARATION (Section 45 of Act) (Regulation 37(1) (b) and 37(5))

Date: *[Day | month | year]*

Procurement Ref No.:

To:*[insert complete name of Public Entity and address]*.....

I/We* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We* accept that under section 45 of the Act, I/we* may be suspended or disqualified in the event of

- (a) **a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;**
- (b) **refusal by a bidder to accept a correction of an error appearing on the face of a bid;**
- (c) **failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We* be successful bidder; or**
- (d) **failure to provide security for the performance of the procurement contract if required to do so by the bidding document.**

I/We* understand this bid securing declaration ceases to be valid if I am/We are* not the successful Bidder

Signed:
[insert signature of person whose name and capacity are shown]

Capacity of:
[indicate legal capacity of person(s) signing the Bid Securing Declaration]

Name:
[insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on _____ day of _____
[insert date of signing]

Corporate Seal (where appropriate)

[Note*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

****delete if not applicable / appropriate***

Initials.....



Republic Of Namibia

Ministry of Labour, Industrial Relations and Employment Creation

Witten undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:.....

Registration Number :.....

Vat Number:

Industry/Sector:

Place of Business:.....

Physical Address:.....

Tell No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

Full name of Owner/Accounting Officer:.....

.....

Email Address:.....

Initials.....

2. PROCUREMENT DETAILS

Procurement Reference No.:

Procurement Description:

.....

.....

Anticipated Contract Duration:

Location where work will be done, good/services will be delivered:

.....

3. UNDERTAKING

I[insert full name], owner/representative

of[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature:

Date:

Seal:.....

Please take note:

1. *A labour inspector may conduct unannounced inspections to assess the level of compliance*
2. *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

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SECTION III: STATEMENT OF REQUIREMENTS

This text hereunder is a guidance for the preparation of the Specifications and Performance Requirements and should not form part of the final document.

A. SPITZKOPPE LOCATION

PURPOSE OF VALUATION:		POSSIBLE MARKET VALUE			SPITZKOPPE	
		FORCED SALE VALUE				
		INSURANCE VALUE				
						
28/09/2018		28/09/2018				
Company Name:		NAMWATER		Asset No		11993
Mobile Number		N/A		Latitude:		21° 50' 38.52" S
Address of Property		SPITZKOPPE-ERONGO REGION		Longitude:		15° 12' 38.33" E
Stand No.		N/A		Suburb		SPITZKOPPE
Municipality		N/A				

TUBUSIS LOCATION

PURPOSE OF VALUATION:		POSSIBLE MARKET VALUE			TUBUSIS	
		FORCED SALE VALUE				
		INSURANCE VALUE				
						
28/09/2018		28/09/2018				
Company Name:		NAMWATER		Asset No		11989
Mobile Number		N/A		Latitude:		21° 35' 26.41" S
Address of Property		TUBUSIS-ERONGO REGION		Longitude:		15° 27' 31.30" E
Stand No.		N/A		Suburb		TUBUSIS
Municipality		N/A				

B. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

1.1 General

The Contractor shall provide all labour, materials, plant, tools, supervision, transport and temporary works necessary for the complete construction, testing, commissioning and handover of one 2-bedroom residential house in accordance with the drawings, specifications and applicable Namibian standards. Refer to Drawings specification and notes for detail specifications.

1.2 Site Establishment

- Mobilisation and demobilisation
- Site offices and temporary facilities
- Setting out by competent personnel
- Temporary water and power
- Security and protection of works
- Health and safety compliance

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- Waste and debris removal

1.3 Earthworks

- Site clearance
- Removal of vegetation and topsoil
- Excavation for foundations
- Trench excavation for drainage and services
- Imported fill where required
- Compaction of fill to 95% Mod AASHTO

1.4 Concrete Works

- Foundation concrete
- Strip footings
- Surface bed/slab
- Aprons
- Reinforced concrete were indicated

1.5 Masonry Works

- 230 mm external brick/block walls
- 115 mm internal brick walls
- Lintels and beam filling
- Built-in cupboards recesses
- All mortar joints finished neatly

1.6 Roofing Works

- Timber roof structure
- Wall plates
- Rafters and lip channels
- Sisalation underlay
- IBR roof sheeting
- Fascias
- Gutters and downpipes
- Ridge coverings and flashings
- Anchor bolts and roof hold-downs

1.7 Doors, Windows and Ironmongery

- Supply and installation of all steel window frames
- Internal and external doors
- Built-in cupboards
- Locks, hinges, door stops and handles
- Weather strips and accessories

1.8 Plastering and Finishes

- Internal plaster
- External plaster
- Painting
- Vinyl flooring
- Skirtings
- Wall tiling
- Ceiling installation
- Cornices

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1.9 Plumbing and Drainage

- Internal water reticulation
- Sanitary fittings
- Gas geyser installation
- Sewer piping
- Manholes
- Vent pipes
- Gulley traps
- Connection to sewer or septic system

1.10 Electrical Installation

- Meter board
- Distribution board
- Wiring
- Lighting points
- Socket outlets
- Earthing and bonding
- Testing and commissioning

1.11 External Works

- Concrete apron
- Surface drainage
- Connection to existing services
- Final cleaning and Site rehabilitation

2. TECHNICAL SPECIFICATIONS

The site is known to contain hard rock formations. Tenderers shall make allowance for excavation in hard material. Separate rates shall be provided for:

- Excavation in soil;
- Excavation in soft rock;
- Excavation in hard rock.

Foundations

- Excavation to firm founding level.
- Minimum concrete strength: 25 MPa.
- Foundation depth determined according to site conditions.
- Concrete cover minimum 30 mm.

Floor Slab

As indicated on the drawings:

- 100 mm concrete floor slab
- 25 mm clean sand blinding
- Well compacted fill below slab
- Smooth steel-trowel finish ready for vinyl flooring.

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Masonry**External Walls**

- 230 mm brick/block masonry
- Cement mortar 1:5
- External plaster and paint finish

Internal Walls

- 115 mm masonry walls
- Cement plaster both sides
- Acrylic PVA paint finish

Roof Structure

- Clip-lock galvanised roof plates as manufactured by Brownbuilt tied with fasteners to purlins as prescribed by manufacturers.
-
- 144 x 38 mm S.A. pine at maximum 1200 mm c/c tied to wall plate with 32 x 1.6 mm galvanised hoop mounted 5 brick layers in wall.
- 75 x 50 mm S.A. pine purlins at maximum 1200 mm c/c tied to beams.
- 110 x 38 mm S.A. pine wall plate level on cement mortar.
- Standard 125 x 100 mm galvanised gutter tied with clamps to roof construction at 1000 mm c/c with 80 mm diameter uPVC downpipe.
- 225 x 100 mm pressed FC fascia tied to roof construction with H-profile joint pieces.
-
- Standard galvanised capping over roof and fascia.
- Standard galvanised ridge covering.
- 110 mm beam filling up to roof.

Members treated against termites and fungal attack.

Rainwater Goods

- 125 x 100 mm galvanized gutters
- 80 mm diameter downpipes
- Galvanized ridge covers and flashings

Ceiling

- 12 mm Cellotex ceiling boards
- 38 x 50 mm ceiling branderling
- PVA painted finish

Bathrooms may receive fibre cement ceiling boards.

3. FINISHING SPECIFICATION

Area	Floor Finish	Wall Finish	Ceiling
Lounge/Dining	Vinyl tiles	Plastered and painted	Painted ceiling
Kitchen	Vinyl tiles	Painted plaster	Painted ceiling
Bedrooms	Vinyl tiles	Painted plaster	Painted ceiling
Bathroom	Vinyl tiles	Glazed wall tiles and paint	Moisture resistant ceiling
Wash Area	Concrete finish	Paint finish	N/A

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Wall Tiles

- 152 × 152 × 6 mm glazed tiles
- Approved adhesive and grout
- Install to wet areas as shown.

Paint**Internal**

- One sealer coat
- Two coats acrylic PVA

External

- One primer
- Two coats Peraroll or approved equivalent

4. SANITARY FITTINGS**Bathroom****Supply and install:**

- WC complete with cistern
- Toilet seat
- Hand wash basin
- Pillar tap
- Bottle trap
- Shower rose
- Shower arm
- Shower taps
- Mirror
- Soap holder
- Towel rail
- Toilet paper holder

Kitchen/Wash Area

- Stainless steel wash trough
- Chrome waste fitting
- Brass bibcock tap
- Drain connection to gulley

Water Heating

- Regulator and hose
- Security cage
- Copper pipework and fittings

5. PERFORMANCE REQUIREMENTS

The completed house shall:

Structural

- Have no structural cracking during the defect's liability period.
- Meet all structural loading requirements.

Water Tightness

- Roof to be completely watertight.
- No water penetration through walls, windows or doors.

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Drainage

- Drainage system free flowing.
- Minimum sewer pipe gradients as specified.
- No leakage during testing.

Electrical

- Comply with Namibian Electrical Regulations.
- Earth resistance below statutory limits.
- 100% functional testing before handover.

Plumbing

- Water system pressure tested.
- No leaks after commissioning.

Finishes

- Uniform colour and texture.
- No blistering, peeling or cracking.
- Flooring level and securely bonded.

C. Site Visit

A non-compulsory pre-bid meeting will be held, Bidders are encouraged to visit and inspect the site before submission of bids. Submission of a bid shall be regarded as confirmation that the Bidder has satisfied himself regarding access, topography, ground conditions, availability of construction materials, water, labour and all factors that may influence the execution and pricing of the works.

C. DRAWINGS

Refer to attached drawings 15/5/2/19 – 27R0, 15/5/2/19 – 28R0, 15/5/2/19 – 30.

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SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: **W/RFQ/NW-011/2027**

Rates & Amounts to be completed by the Bidder. These quantities should be verified by Contractor against the original CAD drawings.

Lot:1 - Spitzkoppe 2 Bedroom House as per drawings attached

Item	Description	Unit	Qty	Unit Price	Total per item
A	PRELIMINARIES & GENERALS	Sum	1		
B1	Site clearance	m ²	300		
B2	Foundation excavation in hard rock including breaking and disposal	m ³	25		
B3	Selected fill and compaction	m ³	35		
C1	20 MPa strip footing concrete	m ³	12		
C2	100 mm floor slab	m ²	78		
C3	Concrete apron 900x75mm thick	m ²	33		
D1	230 mm external walls	m ²	80		
D2	115 mm internal walls	m ²	55		
E1	Lip channel roof structure	m ²	95		
E2	Clip-lock roof sheeting	m ²	95		
E3	Gutters	m	36		
E4	Downpipes	No	4		
F1	External steel doors D1	No	2		
F2	Internal doors D2	No	4		
F3	Windows W1	No	3		
F4	Windows W2	No	1		
F5	Windows W3	No	1		
G1	Internal plaster	m ²	250		
G2	External plaster	m ²	80		
G3	Tile floor finish	m ²	78		
G4	Ceiling boards	m ²	78		
G5	Cornices	m	70		
G6	Painting internal	m ²	250		
G7	Painting external	m ²	80		
H1	WC suite	No	1		
H2	Wash basin	No	1		
H3	Shower set	No	1		
H4	Gas geyser complete	No	1		
H5	Kitchen wash trough	No	1		
H6	Plumbing installation	Sum	1		
H7	Sewer installation	Sum	1		
I1	Complete electrical installation	Sum	1		
J1	Built-in cupboards	No	2		
K1	Cleaning, testing & handover	Sum	1		
				Sub-total	
				VAT 15%	
				Grant Total	

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Lot:2 – Tubusis 2 Bedroom house as per Drawings

Item	Description	Unit	Qty	Unit Price	Total per item
A	PRELIMINARIES & GENERALS Mobilisation	Sum	1		
B1	Site clearance	m ²	300		
B2	Foundation excavation in hard rock including breaking and disposal	m ³	25		
B3	Selected fill and compaction	m ³	35		
C1	20 MPa strip footing concrete	m ³	12		
C2	100 mm floor slab	m ²	78		
C3	Concrete apron 900x75mm thick	m ²	33		
D1	230 mm external walls	m ²	80		
D2	115 mm internal walls	m ²	55		
E1	Lip channel roof structure	m ²	95		
E2	Clip-lock roof sheeting	m ²	95		
E3	Gutters	m	36		
E4	Downpipes	No	4		
F1	External steel doors D1	No	2		
F2	Internal doors D2	No	4		
F3	Windows W1	No	3		
F4	Windows W2	No	1		
F5	Windows W3	No	1		
G1	Internal plaster	m ²	250		
G2	External plaster	m ²	80		
G3	Tile floor finish	m ²	78		
G4	Ceiling boards	m ²	78		
G5	Cornices	m	70		
G6	Painting internal	m ²	250		
G7	Painting external	m ²	80		
H1	WC suite	No	1		
H2	Wash basin	No	1		
H3	Shower set	No	1		
H4	Gas geyser complete	No	1		
H5	Kitchen wash trough	No	1		
H6	Plumbing installation	Sum	1		
H7	Sewer installation	Sum	1		
I1	Complete electrical installation	Sum	1		
J1	Built-in cupboards	No	2		
K1	Cleaning, testing & handover	Sum	1		
K2	Contingency	Sum	1		
				Sub-total	
				VAT 15%	
				Grant Total	

Priced Activity Schedule Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:	Company		

Initials.....

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Procurement Reference Number: **W/RFQ/NW-011/2027**

[Bidders should complete columns C and D with the specifications and performance of the Works offered. Also state “comply” or “not comply” and give details of any non-compliance/deviation to the specifications required. Attach detailed technical literature if required. Authorise the specifications offered in the signature block below]

Item No	Specifications and Performance Required	Compliance of Specifications and Performance Offered	Details of Non-Compliance/ Deviation (if applicable)
<i>A*</i>	<i>B*</i>	<i>C</i>	<i>D</i>
	As per scope of works as per section III		

* Columns A and B to be completed by Public Entity.

Specifications and Compliance Sheet Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

Initials.....

SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order/Letter of Acceptance and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. **W/RFQ-GCC**) available on the website of the Public Entity (*insert website address*) except were modified by the Special Conditions below

SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **W/RFQ/NW-011/2027**

The clause numbers given in the first column correspond to the relevant clause number of the General Conditions of Contract.

GCC Clause Reference	Special Conditions
Employer GCC 1.1(r)	Namibia Water Corporation Ltd (NamWater)
Intended Completion Date GCC	The intended completion date is 45 days after the acceptance of the Purchase Order.
Project Manager GCC 1.1(y)	The Project Manager is: Mrs Borah Garises Namibia Water Corporation Ltd Windhoek, Namibia
Site GCC 1.1(aa)	The Site is located at Spitzkope Water Supply Scheme, Karibib District, Erongo Region and is defined in Section III.
Start Date GCC 1.1(dd)	The Start Date shall be: After the Issue of the Purchase Order.
The Works GCC 1.1(hh)	The Works consist of Construction of two-bedroom staff house at Spitzkope Water Supply Scheme in Erongo Region.
Interpretation GCC 2.2	The project will be completed in the following sections: not applicable
Interpretation GCC2.3	The following additional documents shall form part of the contract: Not applicable
Language and Law GCC 3.1	The language of the contract is English The law that applies to the Contract is the law of Namibia.

Initials.....

GCC Clause Reference	Special Conditions
Project Manager's Decisions 4.1	The Project Manager shall obtain specific approval from the Employer before carrying out any of his duties under the Contract which in the Project Manager's opinion will cause the amount finally due under the Contract to exceed the Contract Price or will give entitlement to extension of time. This requirement shall be waived in an emergency affecting safety of personnel or the Works or adjacent property.
Delegation GCC 5.1	The Project Manager may delegate his/her duties.
Notices GCC 6	Any notice shall be sent to the following addresses: For the Employer, the address shall be as given on the page 2 of this Bidding Document and the contact name shall be NamWater Procurement Management Unit bids@namwater.com.na Tel no: 061712009 Private Bag 13389 Windhoek, Namibia. For the Contractor, the address shall be as given on the first page of the Purchase Order/Letter of Acceptance and the contact name shall be
Insurance GCC 13.1	Except for the cover mentioned in (d)(i) hereunder, the other insurance covers shall be in the joint names of the Contractor and the Employer and the minimum insurance amounts shall be: (a) for the Works, Plant and Materials: (for the full amount of the works including removal of debris, professional fee etc...) (b) for loss or damage to Equipment: (for the replacement value of the equipment that the contractor intends to use on site until the taking over by the Employer. (c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract for an amount representing the value of the properties that are exposed to the action of the contractor in the execution of the works. It will extend to the property of the Procuring Entity as well). (d) for personal injury or death: (i) of the Contractor's employees:[The Contractor shall take an adequate insurance cover for its employees for any claim arising in the execution of the works]. (ii) of other people: [This cover shall be for an adequate

Initials.....

GCC Clause Reference	Special Conditions
	amount for Third Party extended to the Employer and its representatives]. (e) for loss or damage to materials on-site and for which payment have been included in the Interim Payment Certificate, where applicable. The Contractor shall choose to take the insurance covers indicated above as separate covers or a combination of the Contractor's All Risks coupled with the Employer's liability and First Loss Burglary, after approval of the Employer. All insurance covers shall be of nil or the minimum possible deductibles at sole expense of the contractor.
Site Date GCC 14.1	The site Data shall be: Available after the award to the successful bidder
Possession of the Site GCC 20.1	The Site Possession Date shall be: 7 days after receiving the Purchase Order
Procedure for Disputes GCC 24	No Adjudicator shall be appointed under the contract and arbitration shall not apply. If any dispute arises between the Employer and the Contractor in connection with or arising out of the Contract, the parties shall seek to resolve any such dispute by amicable agreement. If the parties fail to resolve such dispute by amicable agreement, within 14 days after one party has notified the other in writing of the dispute, then the dispute shall be referred to court by either party.
Program GCC 25.1	The Contractor shall submit for approval a Program for the Works within 3 days from the date of the Letter of Acceptance or issue of Purchase Order Agreement.
GCC 25.3	Program updates shall be required.
Defects Liability Period GCC 33.1	The Defects Liability Period is: 90 days
Payment Certificates GCC 39.7	A single statement of the estimated value of the work executed shall be submitted on completion of the Works. The Project Manager shall check the statement and certify the amount to be paid to the Contractor".
Payments GCC 40	The amount certified by the Project Manager shall be paid in full within 30 days from month of invoicing and upon receipt by the Employer of an invoice, supported by: (a) the payment certificate; and (b) a certificate of Completion of the Works.
Adverse weather Conditions GCC 41.1 (l)	Normal

Initials.....

GCC Clause Reference	Special Conditions
Price Adjustment GCC 44.	The Contract [is not] subject to price adjustment.
Retention GCC 45.	10% of the total bid offered shall be retained from any payment.
Liquidated Damages GCC 46.1	The liquidated damages for the whole of the Works are [0.10] per day. The maximum amount of liquidated damages for the whole of the Works is [10% of days].
Bonus GCC 47.1	The rate for the Bonus per calendar day is: Not applicable
Advance Payment GCC 48.1	(i) No advance payment shall be made.
Performance Security GCC 49.1	(i) No Performance Security is required
GCC 56.1	“As built” drawings or operating and maintenance manuals are not requires
GCC 59.1	The percentage to apply to the value of the work not completed, representing the Employer’s additional cost for completing the Works, is: Not applicable

Initials.....

SCHEDULE 2

QUOTATION CHECKLIST SCHEDULE

Procurement Reference No.: W/RFQ/NW-011/2027

Description	Attached	Not Attached
Quotation letter		
Priced Activity Schedules		
Specification and Compliance Sheet		
Bid Securing Declaration		
Valid company Registration Certificate Copy from Ministry of Trade and Industry		
Original valid good standing Tax Certificate from Inland Revenue or a valid certified copy of an original certified by the Namibian Police of good standing Tax Certificate		
Original valid good Standing Certificate from Social Security Commission or a valid certified copy of an original certified by the Namibian Police of good standing Tax Certificate		
Valid Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;		
Company profile with similar residential construction projects		
Reference letters and Completion Certificates indicating similar work done (Residential/Property Construction Projects).		
Submit CV for Civil Artisan, Certified Electrician, with a minimum N3 Certificate		
Plant, Equipment and Recourses list		
Project Methodology and Work Programme		

Disclaimer: The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.

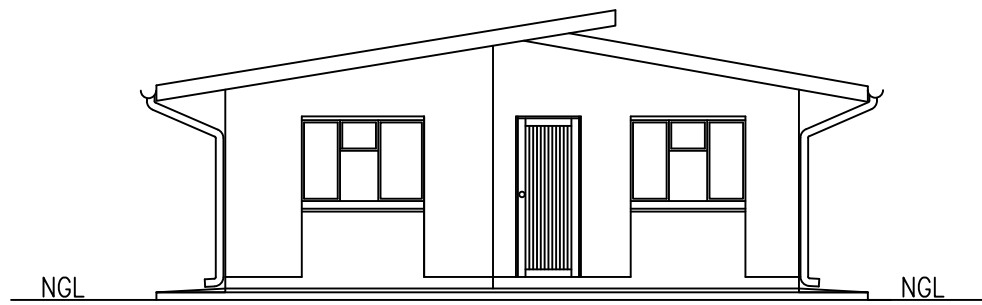
Initials.....

ANNEXURE 1 - NAMWATER STANDARD FOR RESIDENTIAL PROPERTIES:

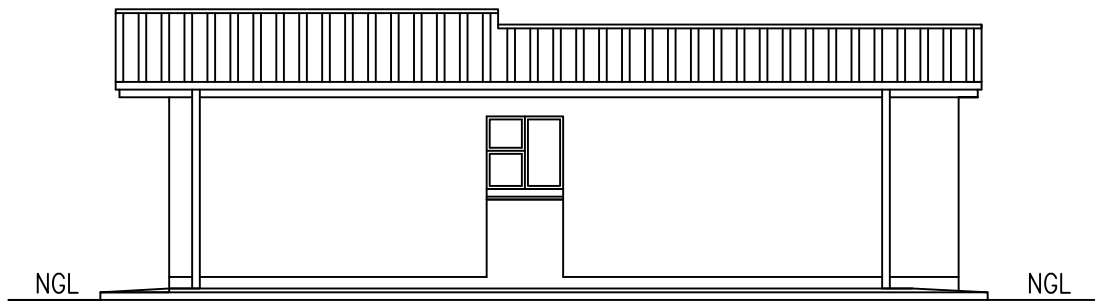
Contractor to align the materials specified in the drawings to the below NamWater standards where necessary.

Paint outside walls	PVA Grey – NEO paint/Dulux/Plascon/Duram
Paint outside foundations	PVA Charcoal – NEO paint/Dulux/Plascon/Duram
Bonding liquid	Apply & set for one day before painting GREY
Paint Window frames	Grey – NEO paint/Dulux/Plascon/Duram
Paint Windowsills	Dark grey– NEO paint/Dulux/Plascon/Duram
Paint Outside door frames	Grey – NEO paint/Dulux/Plascon/Duram
Paint Door outside	Grey / varnish – NEO paint/Dulux/Plascon/Duram
Paint: fascias, downpipes, gutters	PVA Charcoal – NEO paint/Dulux/Plascon/Duram
Paint Walls inside	Eggshell Enamel - Cream/Beige– NEO paint/Dulux/Plascon/Duram
Paint Ceiling	PVA white – two coats – NEO paint/Dulux/Plascon/Duram
Paint Cornice	PVA White – two coats – NEO paint/Dulux/Plascon/Duram
Paint Inside doors	Grey – NEO paint/Dulux/Plascon/Duram
Paint burglar doors (front door and kitchen)	Black – NEO paint/Dulux/Plascon/Duram
Paint burglar bars at windows (all)	Black– NEO paint/Dulux/Plascon/Duram
Tiles (floor) color & size Ceramic – NO GLOSSY	Cream of Beige (30x30cm OR 35x35cm) Jamal beige / Casini Ivory / Harmony beige / Lethabo Ivory / Alabama beige
Tiles wall: Kitchen: behind stove; above sink Bathroom: around bathtub & 1m above bathtub Toilet: 1m around toilet pot & 1x1.5m for two walls	Ceramic White (15x15cm OR 20x20cm)
Sink cupboard	Brick build cupboard with two doors for single bowl sink. Sink top 1.5 - 1.8m Wooden shelves and 2x drawers. NB: The layout of the kitchen plays a role, the size of the sink & how many doors there should be.
Sink	Drop in Single bowl or double as per current
Geyser (inside the bathroom)	100L
Taps: kitchen - sink	Pillar taps
Taps: bathroom - bathtub	Pillar taps or bath/shower mixer
Taps: shower	Pillar taps
Shower door	Single door
Shower wall tiles	White (15x15cm OR 20x20cm)
Shower floor tiles	Grey mosaic tiles
Lights	Normal round lights with jar cover
Doors: front & back	Semi solid door
Doors: inside	Hardboard door
Front & back door locks	Cylinder locks with keys
Inside door locks	2 Lever with keys
Cupboard in bedrooms	2 x bedrooms have 2 door cupboards
Toilet	Suite toilet set Front Flush
Bath	Contractors bath 1700 X 700
Switch	1 level 1 way
Socket	Single point
Garage door	Roll-up door
Fencing: Poles	1.2m X 1.8mm Diamond mesh with concrete footing
Gate sec. o/h (double) car gate	1.8 x 3000 x 38mm
Gate sec. o/h (single)	1.8 x 1000 x 38mm
Roof Sealing and painting: Sealing of roof Painting of roof	Liquid Rubber Duck Dark Grey

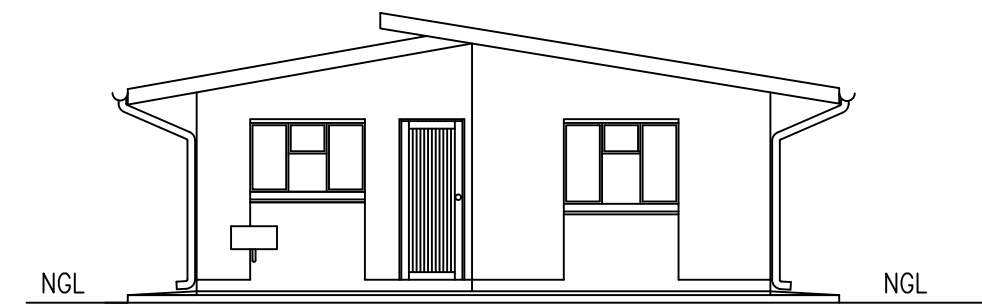
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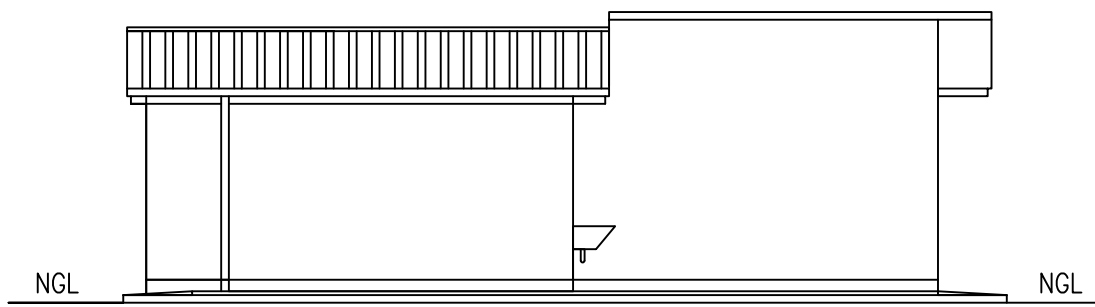
EAST ELEVATION
SCALE 1 : 100



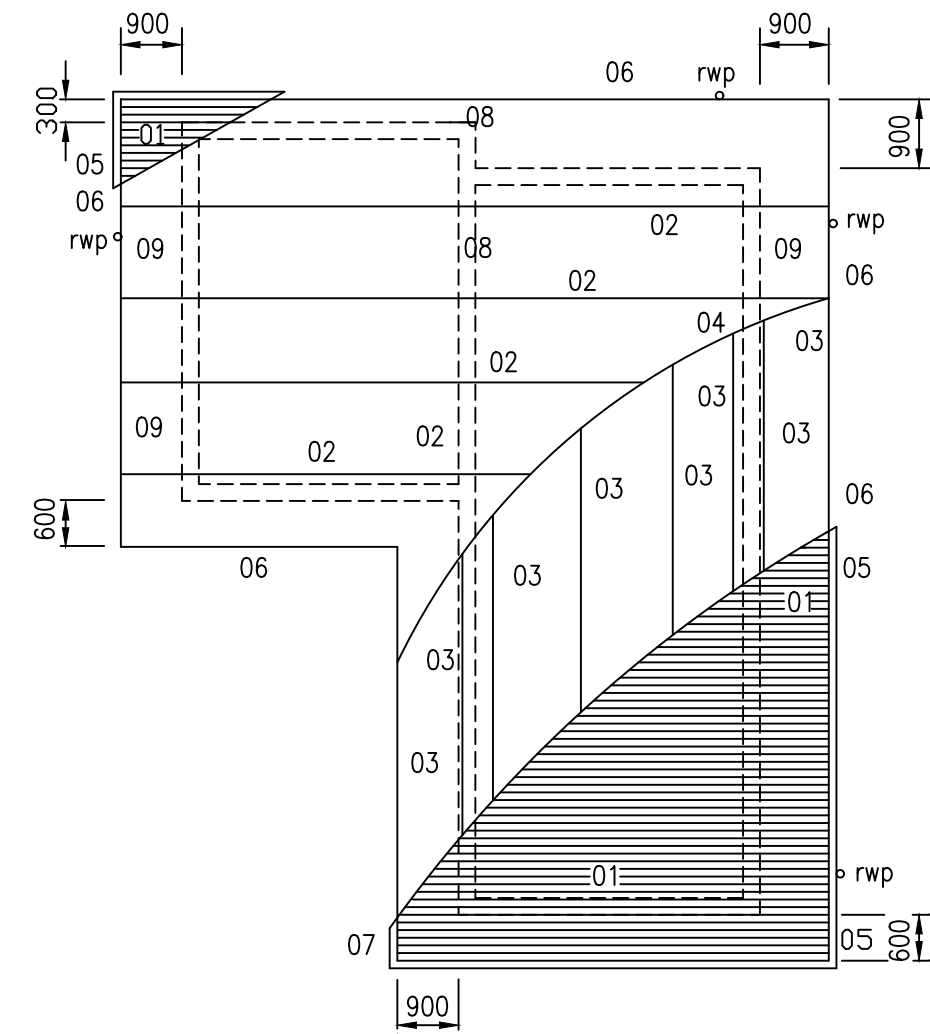
SOUTH ELEVATION
SCALE 1 : 100



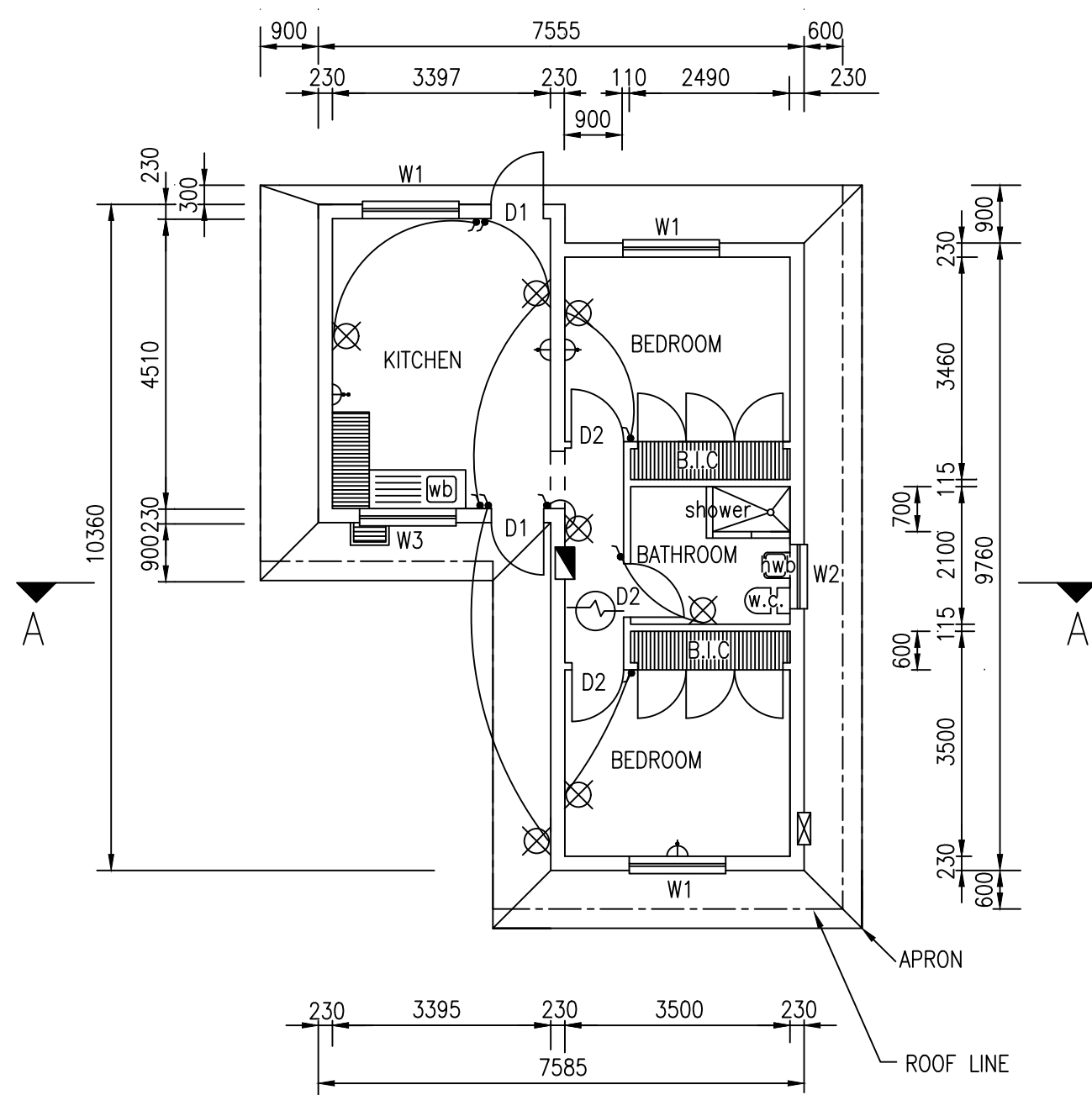
WEST ELEVATION
SCALE 1 : 100



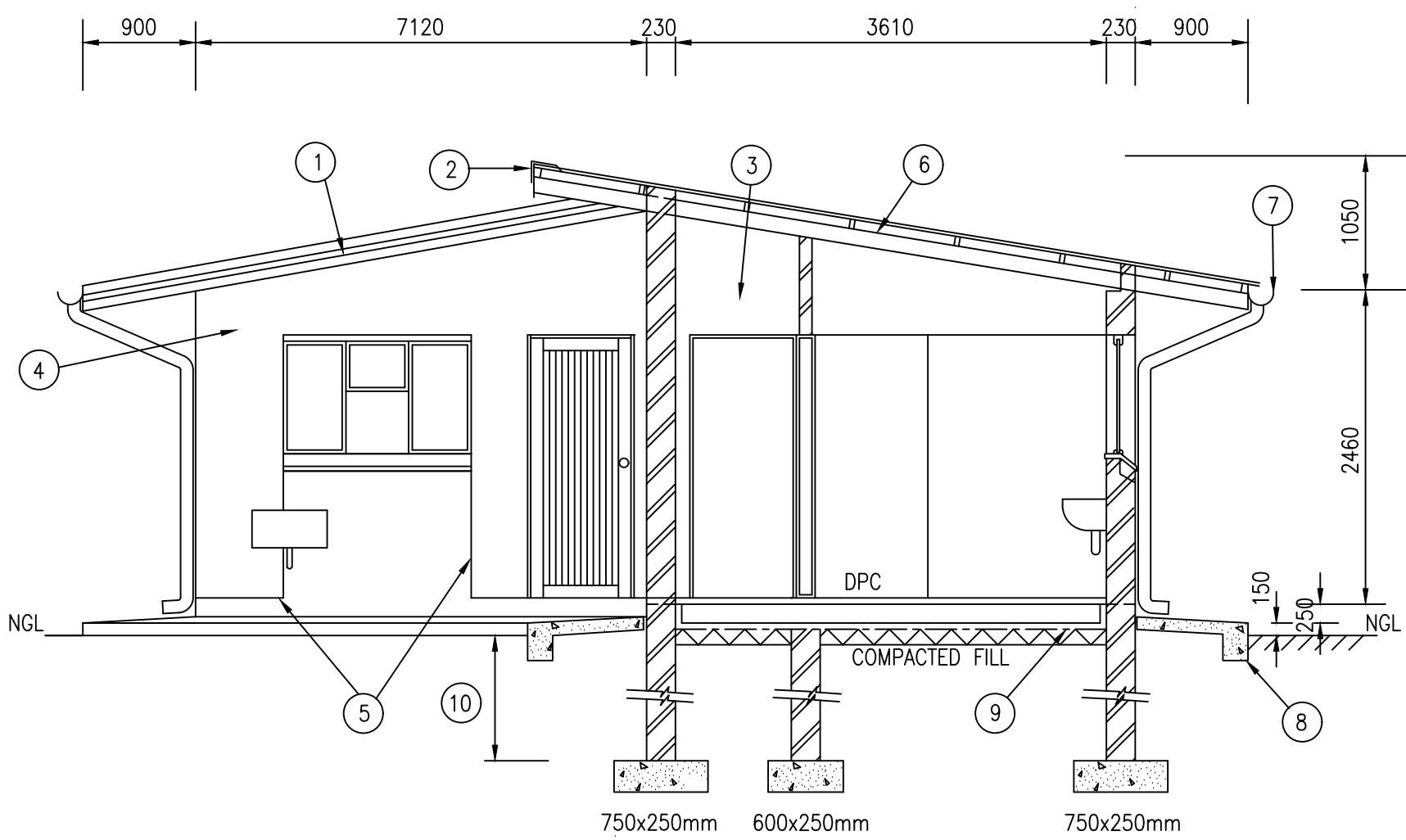
NORTH ELEVATION
SCALE 1 : 100



ROOF LAY-OUT
SCALE 1:100



PLAN
SCALE 1:100



SECTION A - A
SCALE 1:50

- 225x10mm PRESSED FC FASCIA TIED TO ROOF CONSTRUCTION WITH H-PROFILE JOINT PIECES.
- STANDARD GALVANISED CAPPING AT FASCIA.
- INSIDE WALLS PLASTERED & PAINTED WITH ACRYLIC PVA - SEE FINISHING SCHEDULE.
- OUTER WALLS PLASTERED & PAINTED WITH PERAROLL.
- CONSTRUCTION JOINTS UNDER WINDOW.
- CLIP-LOCK GALVANISED ROOFPLATES AS BY BROWNBUILD TIED WITH FASTENERS TO 75x50mm S.A. PINE PURLIN AT 1200mm c/c ON SISALATION RSA 420 ON 144x38mm S.A. PINE BEAMS AT 1200mm c/c.
- STANDARD 100x125mm GALVANISED GUTTER TIED WITH CLAMPS TO ROOF CONSTRUCTION AT 1000mm c/c WITH 80mm DIA RAIN WATER PIPE.
- 900x75mm THICK CONCRETE APRON AROUND THE BUILDING IN POSITION AS SHOWN ON PLAN WITH 300x200mm TOE AND IS SLOPING AWAY FROM BUILDING. JOINT SPACING IN APRON NOT TO EXCEED 1500mm.
- 100mm THICK CONCRETE SLAB ON 25mm CLEAN WELL GRADED SAND AND WELL COMPACTED FILL.
- DEPTH OF FOUNDATION TO BE DECIDED ON SITE

NOTES :

THIS DRAWING IS TO BE READ IN CONJUNCTION WITH
DRWG 15/5/2/19 - 28

ELECTRICAL LEGEND

- WALL MOUNTED LIGHT 2100mm ABOVE FFL. EXCEPT TO BATHROOM, WC AND SHOWER 1900mm ABOVE FFL.
- ONE WAY SINGLE POLE LIGHT SWITCH.
- 15 AMP SINGLE SOCKET SWITCHED OUTLET 300mm ABOVE FFL.
- 15 AMP DOUBLE SOCKET SWITCHED OUTLET 1100mm ABOVE FFL.
- DISTRIBUTION BOARD
- METER BOARD
- HOT WATER STORAGE HEATER CONNECTION WITH ISOLATING SWITCH WITHIN 1m FROM UNIT.

ROOF LAY-OUT LEGEND

- 01 CLIP-LOCK GALVANISED ROOFPLATES AS BY BROWNBUILD TIED WITH FASTENERS TO PURLINS - AS PRESCRIBE BY MANUFACTURERS.
- 02 144 x 38mm S.A. PINE AT MAXIMUM 1200mm c/c TIED TO WALLPLATE WITH 32 x 1.6mm GALVANISED HOOP MOUNTED 5 BRICK LAYERS IN WALL.
- 03 75 x 50mm S.A. PINE PURLINS AT MAXIMUM 1200mm c/c TIED TO BEAMS.
- 04 110 x 38mm S.A. PINE WALL PLATE LEVEL ON CEMENT MORTAR.
- 05 STD. 125 x 100mm GALVANISED CUTTER TIED WITH CLAMPS TO ROOF CONSTRUCTION AT 1000mm c/c WITH 80mm DIAM. RWP.
- 06 225 x 10mm PRESSED FC FACIA TIED TO ROOF CONSTRUCTION WITH H-PROFILE JOINT PIECES.
- 07 STANDARD GALVANISED CAPPING OVER ROOF AND FASCIA.
- 08 STANDARD GALVANISED RIDGE COVERING.
- 09 110mm BEAM FILLING UP TO ROOF

WASH TROUGH

SINGLE TUB S/S WASHTROUGH 610 x 508 x 280 DEEP WITH TILING KEY TO REAR COMPLETE WITH CP WASTE, PLUG & CHAIN. A 32 DIAM. PVC DIRECT DRAINAGE CONNECTION TO GULLEY FLUSH WITH PAVING ALONGSIDE, COMPLETE WITH GLAZED TILE CAPPING TO SIDEWALLS AND 2 VERTICAL ROWS OF 240 x 115 GLAZED SPLIT TILES AS "GAIL 1087 IVORY" FULL WIDTH TO REAR. COLD WATER TAP TO BE 20mm HB BRASS BIBCOCK WITH HOSE CONNECTION.

NO. AMENDMENTS DATE BY

DEPARTMENT
OF
WATER AFFAIRS
NAMIBIA

SCHEME
OKAMATAPATI SWS

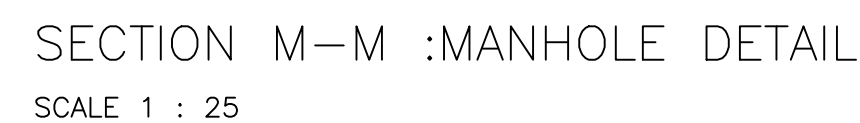
DRAWING
TYPE G HOUSE : DETAIL

SURVEYED	DESIGNED CIVIL D. T.	DESIGNED M+E
DRAWN S. DREYER	CHECKED CIVIL	CHECKED M+E
TRACED	APPROVED CIVIL	APPROVED M+E

DEPUTY PERMANENT SECRETARY FOR WATER AFFAIRS

DATE OCTOBER 1994	SCALE AS SHOWN	SHEET NO.
REGISTRATION NO. 15/5/2/19 - 27R0		

FINISHING SCHEDULE		DOOR SCHEDULE																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																										
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| PERMANENT SECRETARY FOR WATER AFFAIRS | | | |
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| REGISTRATION NO. | | 15/5/2/19-30 | |