



Executive Summary of Bid Evaluation Report

Project Title: External Annual Audit Services for a period of 3 years

Reference number of procurement: CS/RFP/NOA - 15/2021

1. Scope of Contract: **External Annual Audit Services for a period of 3 years**
2. Procurement method used: **Request for Proposals**
3. Date of Invitation of Bids: **18 March 2021**
4. Closing date for submission of bids: **06 April 2021**
5. Date and place of opening of bids: **08 April 2021, Namibia Qualifications Authority**
Corner of Simeon Shixunglileni and Dr. W. Külz Street, Windhoek, Namibia
The NOA Main Boardroom
6. Number of bids received by closing date: **Five (5)**
7. Responsive bids: **two (2)**

SUMMARY OF EVALUATION FOR NON-RESPONSIVE BIDS

Bidder' s Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/ No)	Reasons why bid is not responsive
Vital Assurance Registered Accountants and Auditors	Bidder did not pass the Technical Proposal Evaluation stage therefore Financial Proposal not opened.	No	<p style="text-align: center;">TECHNICAL PROPOSAL EVALUATION:</p> <p>1. Specific experience of the consultants relevant to the assignment: The Consultant has provided proof of less than 5year experience and no SOE experience [Score = 7/30 points]</p> <p>2. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference: Technical approach and methodology [Score = 10/10 points] Work plan: not detailed enough [Score = 7/10 points] Organization and staffing [Score = 5/10 points]</p> <p>3. Key professional staff qualifications and competence for assignment: Team Leader [Score = 20/20 points] Support staff: According to Form 5, Audit Senior has no tasks assigned therefore, Audit Manager seem to be doing all the work [Score = 4/10 points]</p> <p>4. Participation by nationals among proposed staff [Score 10/10 points]</p> <p style="text-align: center;">Total score = 63/100</p> <p style="text-align: center;">THE CONSULTANT DOES NOT MEET THE MINIMUM SCORE OF 70/100</p> <p style="text-align: center;">TECHNICAL PROPOSAL EVALUATION:</p>
SGA Chattered Accountants and Auditors	Bidder did not pass the Technical Proposal Evaluation	No	<p style="text-align: center;">TECHNICAL PROPOSAL EVALUATION:</p>

	stage therefore Financial Proposal not opened.		1. Submission of mandatory documents as per the terms of reference and evaluation criteria [No company registration document attached, no PAAB registration document attached]
Saunderson and Co. Public Accountants and Auditors	Bidder did not pass the Technical Proposal Evaluation stage therefore Financial Proposal not opened.	No	<p>TECHNICAL PROPOSAL EVALUATION:</p> <p>1. Specific experience of the consultants relevant to the assignment: The Consultant has not provided proof of experience by providing start and completion dates of previous assignments however the consultant has SOE experience therefore considered as less than 5year experience with SOE experience [Score = 8/30 points]</p> <p>2. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference: Technical approach and methodology [Score = 10/10 points] Work plan: not detailed enough [Score = 10/10 points] Organization and staffing [Score = 10/10 points]</p> <p>3. Key professional staff qualifications and competence for assignment: Team Leader: no evidence to support the qualification of the team leader [Score = 5/20 points] Support staff [Score = 10/10]</p> <p>4. Participation by nationals among proposed staff: the Consultant did not provide information pertaining to the nationality of proposed staff [Score = 0/10 points]</p> <p>Total Score = 53 points</p> <p>THE CONSULTANT DOES NOT MEET THE MINIMUM SCORE OF 70/100</p>

SUMMARY OF EVALUATION FOR RESPONSIVE BIDS:

PW/C	FCS Financial Consulting Services
<p><u>Technical Proposal Evaluation:</u></p> <p>1. Specific experience of the consultants relevant to the assignment: The Consultant has 10+ years of experience with SOE experience [Score = 30/30 points]</p> <p>2. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference: Technical approach and methodology [Score = 10/10 points] Work plan: not detailed enough [Score = 10/10 points] Organization and staffing [Score = 10/10 points]</p> <p>3. Key professional staff qualifications and competence for assignment: Team Leader [Score = 20/20 points] Support staff [Score = 10/10 points]</p> <p>4. Participation by nationals among proposed staff [Score = 10/10 points] Total score = 100/100 points</p> <p>THE CONSULTANT MEETS THE MINIMUM SCORE OF 70/100</p> <p><u>Financial Proposal Evaluation:</u></p> <p>Bid price for 2020-2021: 144,250.00 (all cost and VAT inclusive) Bid price for 2021-2022: 150,020.00 (all cost and VAT inclusive)</p>	<p><u>Technical Proposal Evaluation:</u></p> <p>1. Specific experience of the consultants relevant to the assignment: The Consultant has 10+ years of experience with SOE experience [Score = 30/30 points]</p> <p>2. Adequacy of the proposed methodology and work plan in responding to the Terms of Reference: Technical approach and methodology [Score = 10/10 points] Work plan: not detailed enough [Score = 10/10 points] Organization and staffing [Score = 10/10 points]</p> <p>3. Key professional staff qualifications and competence for assignment: Team Leader [Score = 20/20 points] Support staff [Score = 10/10 points]</p> <p>4. Participation by nationals among proposed staff [Score = 10/10 points] Total score = 100/100 points</p> <p>THE CONSULTANT MEETS THE MINIMUM SCORE OF 70/100</p> <p><u>Financial Proposal Evaluation:</u></p> <p>Bid price for 2020-2021: 394,324.00 (all cost and VAT inclusive) Bid price for 2021-2022: 389,426.00 (all cost and VAT inclusive)</p>

<p>Bid price for 2022-2023: 156,021.00 (all cost and VAT inclusive)</p> <p>Original TOTAL BID PRICE: N\$450,291.00 (VAT inclusive)</p> <p>The Score was calculated with the formula (SF = 100 X FM/F) as stipulated in the Instructions to Consultants 5.7 in the bidding document:</p> <p>SF = 100 X FM/F SF = 100 X 450291/450291 = 100 X 1 = 100%</p> <p>Final Technical and Financial Proposal scores:</p> <p>Technical:60% Financial:40% Total Score: 100%</p>	<p>Bid price for 2022-2023: 406,168.00 (all cost and VAT inclusive)</p> <p>Original TOTAL BID PRICE: N\$1,189,917.00 (VAT inclusive)</p> <p>The Score was calculated with the formula (SF = 100 X FM/F) as stipulated in the Instructions to Consultants 5.7 in the bidding document:</p> <p>SF = 100 X FM/F SF = 100 X 450291/1189917 = 100 X 0.3784 = 37.84%</p> <p>Final Technical and Financial Proposal scores:</p> <p>Technical:60% Financial:15.14% Total Score: 75.14%</p>
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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
PWC	N\$450,299.00	N\$450,299.00	N\$450,299.00	N/A	1
FCS Financial Consulting Services	N\$1,189,917.00	N\$1,189,917.00	N\$1,189,917.00	N/A	2

BEST EVALUATED BID:

Name of the successful bidder	PWC
Address	P O Box 1571 Windhoek
Contract price for a period of 36 months	N\$450,299.00

MR. FRANZ GERTZE
CHIEF EXECUTIVE OFFICER



26-4
DATE

