

# Request for Sealed Quotations For Goods

**Supply and delivery of a Virtual WLAN Controller with Access Points to manage and monitor WLANS and access point from the virtual controller including AP management licenses and support services**

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**Procurement Reference No:G/RFQ/NW-006/2023**

<b>Name of Bidder</b>		
<b>Contact Person</b>		
<b>E-mail Address</b>		
<b>Postal Address</b>		
<b>Total Amount (Excl. VAT)</b>		
<b>Contact Phone number</b>	<b>Work:</b>	<b>Mobile:</b>

## The Quotation/Bid Box

**Att. Procurement Management Unit ([bids@namwater.com.na](mailto:bids@namwater.com.na))**

Namibia Water Corporation Ltd.  
Private Bag 13389  
176 Iscor Street, Aigams Building  
Windhoek

**Closing Date: Thursday, 12 May 2022 at 11h00  
NO LATE BIDS WILL BE ACCEPTED!**



Namibia Water Corporation Ltd.  
Private Bag 13389, Windhoek, Namibia  
Tel: +264 61 71 2066  
Fax: +264 61 21 0741

## Letter of Invitation

[Name and Address of Bidder \_\_\_\_\_]

**Procurement Reference Number: G/RFQ/NW-006/2023**

**27 April 2022**

Dear Sirs/Madam,

**Request for Quotations for Supply and delivery of a Virtual WLAN Controller with Access Points to manage and monitor WLANS and access point from the virtual controller including AP management licenses and support services**

NamWater invites you to submit your best quote for the items 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](mailto: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

## 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 item, or
- (b) to accept or reject any quotation; and
- (c) 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 items mentioned in Section III by completing, signing and returning:

- (a) Bid Securing Declaration
- (b) the List of Goods and Price Schedule Section III;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment deemed appropriate.

You are advised to carefully read the complete Request for Sealed 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 **90** days from the date of submission deadline.

### 4. Eligibility Criteria

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

- (a) have a valid company Registration Certificate;
- (b) have an original valid good Standing Tax Certificate;
- (c) have an original valid good Standing Social Security Certificate;
- (d) have a valid certified copy 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;
- (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, 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) have a valid partner agreement with product vendor

### 5. Bid Security/Bid Securing Declaration

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

## **6. Delivery**

Delivery shall be 30 after acceptance/issue of Purchase Order. Deviation in delivery period shall not be accepted.

- 6.1. The following tests and inspections will be conducted on the goods at delivery:  
NamWater Head Office.

## **7. Sealing and Marking of Quotations**

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to NamWater with the Bidder's name and contact information 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 **12 May 2022 at 11h00**. 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 instruction 8 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, the presence or absence of a Bid Security/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 price or ownership cost, subject to Margin of Preference where applicable, to determine the lowest evaluated quotation.

## **11. Technical Compliance**

Bidders shall submit along with their quotations documents, catalogues and any other literature to substantiate compliance with the required specifications and to qualify deviations if any with respect to Public Entity's requirements.

The Specifications, Performance Requirements and Compliance Sheet details the minimum specifications of the goods/items to be supplied. The specifications have to be met but no credit will be given for exceeding the specifications.

## **12. Prices and Currency of Payment**

Prices shall be fixed in Namibian Dollars.

## **13. Margin of Preference**

Not applicable

**14. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation and qualified to supply the goods/items and related services shall be selected for award of contract. Award of contract shall be by the 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 awarding 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 seven (7) days. Furthermore, NamWater shall attend to all requests for debriefing made in writing within seven (7) days of the unsuccessful bidders being informed of the award.

## 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 Price list 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:	<b>Namibia Water Corporation Ltd (NamWater)</b>
Procurement Reference Number:	<b>G/RFQ/NW-006/2023</b>
Subject matter of Procurement:	<b>Supply and delivery of a Virtual WLAN Controller with Access Points to manage and monitor WLANs and access point from the virtual controller including AP management licenses and support services</b>

We offer to supply the items listed in the attached List of Goods and Price Schedule as per the defined specifications, *except for the qualified deviations [Bidder may delete this phrase in case of no deviation]* and, in accordance with the terms and conditions stated in your Request for Quotations referenced above.

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

We undertake to abide ethical conduct during the procurement process and the execution of any resulting contract.

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

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

We confirm that the prices quoted in the List of Goods and Price 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.

The delivery period offered from the date of issue of Purchaser Order/ Letter of Acceptance is as shown in the List of Goods items and Price Schedule.

### Quotation Authorised by:

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

**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**

[



**Republic Of Namibia**

**Ministry of Labour, Industrial Relations and Employment Creation**

**Written 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:.....



**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.*



Currency : ..... Exchange Rate: .....

If no base rate of exchange is given, the price shall be treated as firm in Namibian Dollars for all intent and purpose.

Key notes: **NA**=NOT APPLICABLE, **NQ**=NO QUOTE

## SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

The Public Entity shall use this section to specify its Technical Requirements for the goods items, Inspection and examination, and the scope of Related Services, as applicable.]

### Indoor Access Points – Type A

	<b>Description</b>
Product Description	Entry level 802.11ac Wave 2 dual concurrent AP with BeamFlex (Indoor Door Access Point)
Ethernet Port	1GbE port, RJ45
Mounting Bracket	Must include mounting Bracket for indoor AP. Supports mounting to hard wall, ceiling, pole or truss
Controller Platform support	Virtual WLAN Controller
Peak PHY Rates	2.4GHz: 300Mbps 5 GHz: 867Mbps
Antenna Type	BeamFlex adaptive antennas Adaptive antenna that provides up to 64 unique antenna patterns per band
Antenna Optimization	BeamFlex
Wi-Fi Channel Management	ChannelFly Background Scan Based
Client Density Management	Adaptive Band Balancing Client Load Balancing Airtime Fairness Airtime-based WLAN Prioritization
Smart Cast Quality of Service	QoS-based scheduling · Directed Multicast · L2/L3/L4 ACLs
Mobility	· SmartRoam
Diagnostic Tools	· SpeedFlex
WIFI Standards	Must support IEEE 802.11a/b/g/n/ac wave 2 WiFi Standards
Supported Rates	Must support below rates: 802.11ac: 6.5 to 867Mbps (MCS0 to MCS9, NSS = 1 to 2 for VHT20/40/80) 802.11n: 6.5 Mbps to 300Mbps (MCS0 to MCS15) 802.11a/g: 54, 48, 36, 24, 18, 12, 9, 6Mbps 802.11b: 11, 5.5, 2 and 1 Mbps support rates

Supported Channels	2.4GHz: 1-13 5GHz: 36-64, 100-144, 149-165
MIMO	2x2 SU-MIMO 2x2 MU-MIMO
Spatial Streams	2 SU-MIMO 2 MU-MIMO spatial streams
Channelization	Must support · 20, 40, 80MHz Channelization
Security	WPA-PSK, WPA-TKIP, WPA2 AES, WPA3, 802.11i, Dynamic PSK WIPS/WIDS
Other WI-FI Features	WMM, Power Save, Tx Beamforming, LDPC, STBC, 802.11r/k/v Hotspot Hotspot 2.0 Captive Portal WISPr
Antenna Gain (max)	Up to 3dBi
Peak Transmit Power(aggregate across MIMO chains)	2.4GHz: 23dBm 5GHz: 23dBm
Client Capacity	Up to 256 clients per AP
SSID	Up to 16 per AP

### **Access Points – Type B**

	<b>Description</b>
Product Description	Mid-range Wi-Fi 6 (802.11ax) dual-concurrent AP with MU-MIMO and BeamFlex+
Ethernet Port	2 x 1GbE Ethernet ports
Mounting Brackets	Mounting Bracket for indoor AP. Supports mounting to hard wall, ceiling, pole or truss
Controller Platform support	Virtual WLAN Controller
Peak PHY Rates	2.4GHz: 574 Mbps 5GHz: 1200 Mbps
Antenna Type	-BeamFlex+ adaptive antennas with polarization diversity -Adaptive antenna that provides up to 64 unique antenna patterns per band
Antenna Optimization	-BeamFlex+ -Polarization Diversity with Maximal Ratio Combining (PDMRC)

Wi-Fi Channel Management	ChannelFly Background Scan Based
Client Density Management	Adaptive Band Balancing Client Load Balancing Airtime Fairness Airtime-based WLAN Prioritization
SmartCast Quality of Service	<ul style="list-style-type: none"> <li>· QoS-based scheduling</li> <li>· Directed Multicast</li> <li>· L2/L3/L4 ACLs</li> </ul>
Mobility	<ul style="list-style-type: none"> <li>· SmartRoam</li> </ul>
Diagnostic Tools	<ul style="list-style-type: none"> <li>· Spectrum Analysis</li> <li>· SpeedFlex</li> </ul>
WIFI Standards	Must support IEEE 802.11a/b/g/n/ac/ax
Supported Rates	Must support below rates: -802.11ac: 6.5 to 867Mbps (MCS0 to MCS9, NSS = 1 to 2 for VHT20/40/80) · 802.11n: 6.5 Mbps to 300Mbps (MCS0 to MCS15) · 802.11a/g: 54, 48, 36, 24, 18, 12, 9, 6Mbps · 802.11b: 11, 5.5, 2 and 1 Mbps support rates
Supported Channels	2.4GHz: 1-13 5GHz: 36-64, 100-144, 149-165
MIMO	2x2 SU-MIMO 2x2 MU-MIMO
Spatial Streams	2 streams SU/MU MIMO 5GHz 2 streams SU/MU MIMO 2.4GHz
Channelization	Must support · 20, 40, 80MHz Channelization
Security	WPA-PSK, WPA-TKIP, WPA2 AES, WPA3-Personal, WPA3-Enterprise, 802.11i, Dynamic PSK, OWE WIPS/WIDS
Other Wi-Fi Features	WMM, Power Save, Tx Beamforming, LDPC, STBC, 802.11r/k/v Hotspot Hotspot 2.0 Captive Portal WISPr
Antenna Gain (max)	Up to 3dBi
Peak Transmit Power (Tx port/chain + Combining gain)	2.4GHz: 26 dBm 5GHz: 25 dBm
Client Capacity	Up to 512 clients per AP
SSID	Up to 31 per AP

## **Virtual WLAN Controller**

	<b>Description</b>
Product Description	Virtual WLAN controller Software virtual appliance, 1 instance which includes 1 AP License
Hypervisor Platform Support	VMware platform 6.5 or higher
Ethernet Port	1 vNIC
Authentication Support	802.1x, Local database, Active Directory, RADIUS, LDAP
Capacity Support	Must support up to 1024 access points on 1 virtual controller
	Support up to 2048 WLANs (BSSIDs) per virtual controller
	Must support up to 4094 VLANs
	Must support up to 25 000 concurrent clients
Device Type Support	Must support attached WI-FI access points
AP	WPA, WPA2-AES, 802.11i, 802.1x/EAP, PSK, WISPr, WEP, WPA3, Enhanced Open, MAC Address Fast EAP-SIM re-authentication EAP-SIM, EAP-AKA, EAP-AKA over WLAN for 802.1x Wi-Fi Locations with the SZ AAA-Proxy functionality enabled
Guest Access	Must support Guest access
Captive Portal	Must support Captive Portal
Features	Must support active clustering
	Must have Separate Control and Data planes
	Must have Visual User Interface
	Must support Flexible Licensing
	Must have a management interface via web GUI
	Must support remote management
Must support Integrated Reporting	
Wireless Intrusion Detection (WIDS/ WIPS)	Must support WIDS/ WIPS) - Rogue AP detection / prevention, Evil-twin/AP spoofing detection, Ad hoc detection
AAA	Must support RADIUS
Hotspot	Must support Hotspot: WISPr, Wi-Fi CERTIFIED Passpoint, HotSpot 2.0
mDNS Bonjour Fencing	Must support mDNS Bonjour Fencing

WISPr	Must support WISPr, WISPr authentication
Rate Limiting	Must support Rate Limiting, WLAN Prioritization, Client Load Balancing Band Load Balancing
Mesh	Must support Meshing: Self-healing, Self-forming, Zero-touch provisioning
AP Provisioning	Must support AP Provisioning – L2 or L3 auto-discovery, Auto-software upgrade, Automatic channel optimization

### **License and Support**

<b>Deliverable</b>	<b>Description</b>
25 AP Capacity License	<b>25 AP Capacity</b> (AP Management) Licenses for the virtual controller to manage supported AP's
End User Support RTU	<b>End User Support</b> Virtual Controller RTU (Right to Use) – 1 Year
End User Premium Support	<b>End User Premium Support</b> 24x7x365 Support Controller and attached AP's (Software Updates and Upgrades as available)

## **SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET**

Procurement Reference Number: **G/RFQ/NW-006/2023**

<b>Item No</b>	<b>Technical Specification Required</b>	<b>Compliance of Specification Offered</b>	<b>Details of Non-Compliance/ Deviation (if applicable)</b>
<b>A*</b>	<b>B*</b>	<b>C</b>	<b>D</b>
<b>1.</b>	Indoor Access Points Type A		
<b>2.</b>	Indoor Access Points Type B		
<b>3.</b>	Virtual WLAN Controller software, virtual appliance (with 1 AP license)		
<b>4.</b>	Mounting Brackets for Access Points Type A		



<b>5.</b>	Mounting Brackets for Access Points Type B		
<b>6.</b>	AP Capacity (AP Management) Licenses		
<b>7.</b>	End User Support Virtual Controller - RTU (Right to Use)		
<b>8.</b>	End User Premium Support (24x7x365 Controller and attached APs)		

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

*\* 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	

## 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. **G/RFQ-GCC** on the website of Namibia Water Corporation Ltd ([www.namwater.com.na](http://www.namwater.com.na)) except where modified by the Special Conditions below.

## SECTION VI: 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 except where modified by the Special Conditions below.

## SECTION VIII: SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **G/RFQ/NW-006/2023**

The clause numbers given in the first column correspond to the relevant clause number of the GCC. *[This section is to be customised by the Public Entity to suit the requirements of the specific procurement].*

Subject and GCC clause reference	Special Conditions
<b>Purchaser GCC 1.1(h)</b>	The purchaser is: <b>Namibia Water Corporation Ltd (NamWater)</b>
<b>Site GCC 1.1(m)</b>	The Site/final destination for delivery of the Goods is: <b>NamWater ICT</b>
<b>Incoterms Edition GCC 4.2(b)</b>	Incoterms shall be governed by the rules prescribed in Incoterms 2010.

Subject and GCC clause reference	Special Conditions
<b>Notices</b> <b>GCC 8.1</b>	Any notice shall be sent to the following addresses: For the NamWater, the address and the contact name shall be: <b>Att: Procurement Management Unit (PMU)</b> <b>Namibia Water Corporation Ltd.</b> <b>176 Iscor Street, Aigams Building</b> <b>Windhoek</b> <b>E-mail: <a href="mailto:bids@namwater.com.na">bids@namwater.com.na</a></b>  _____ For the Supplier, the address and contact name shall be: _____
<b>Disputes</b> <b>GCC 10.2</b>	The rules of procedures for arbitration proceedings pursuant to GCC 10.2 shall be as follows: _____
<b>Delivery and Documents</b> <b>GCC 13.1</b>	The Goods are to be delivered within 30 days from the date of Purchase Order or Letter of Acceptance. The documents to be furnished by the Supplier are: (a) signed delivery note; (b) Invoices
<b>Price Adjustment</b> <b>GCC 15.1</b>	The price charged for the Goods supplied and the related Services performed shall not be adjustable.  If the prices are adjustable, the method described in the Price Adjustment Formula as an attachment to these SCC shall be used
<b>Terms of Payment</b> <b>GCC 16.1</b>	The structure of payments shall be: full payment following the delivery of the Supplies and submission of an invoice and the documents listed in clause 13.1
<b>Terms of Payment</b> <b>GCC 16.3</b>	Payments shall be made not later than thirty days after submission of an invoice and its certification by the Purchaser.
<b>Terms of Payment</b> <b>GCC 16.4 (a)</b>	The price shall not be adjustable to the fluctuation in the rate of exchange.

Subject and GCC clause reference	Special Conditions
<b>Payment Period</b> <b>GCC 16.5</b>	<p>The method and conditions of payments to be made to the Supplier under this Contract shall be as follows:</p> <p>i) <b>On Acceptance:</b> The Contract Price of goods received shall be paid no later than thirty (30) days of receipt of the Goods upon submission of an invoice (showing Purchaser's name; the Procurement Reference number, description of payment and total amount, signed in original, stamped or sealed with the company stamp/seal) supported by the Acceptance Certificate issued by the Purchaser.</p>
<b>Performance Security</b> <b>GCC 18.1</b>	<p>(i) No performance security is required.</p>
<b>Discharge of Performance Security</b> <b>GCC 18.4</b>	<p><b>Not applicable</b></p>
<b>Packing</b> <b>GCC 23.2</b>	<p>The packing, marking and documentation within and outside the packages shall be: _____</p>
<b>Insurance</b> <b>GCC 24.1</b>	<p><b>Not applicable</b></p>
<b>Transportation</b> <b>GCC 25</b>	<p>The Goods shall be delivered: DDP – Delivered Duty Paid</p>
<b>Inspection and Test</b> <b>GCC 26.1</b>	<p>The inspection and tests shall be: <b>N/A</b></p>
<b>Location of Inspection and Tests</b> <b>GCC 26.2</b>	<p>The inspections and tests shall be conducted at: <b>NamWater Head Office</b></p>
<b>Liquidated Damages</b> <b>GCC 27.1</b>	<p>Liquidated damages for the whole contract are <b>1/14</b> per day. The maximum amount of liquidated damages for the whole contract is <b>10%</b> of the final contract price.</p>

Subject and GCC clause reference	Special Conditions
<b>Warranty GCC 28.3</b>	<p>The period of validity of the warranty shall be: 365 day(s)</p> <p>For the purpose of the Warranty, the place(s) of the final destination(s) shall be: <i>[insert names(s) of location(s)]</i></p> <p>For item 1, the minimum period of warranty/shelf life shall be ____</p> <p>For item 2, the minimum period of warranty/shelf life shall be ____</p> <p>For item 3, the minimum period of warranty/shelf life shall be ____</p>
<b>Repair and Replacement GCC 28.5</b>	<p>The period for repair or replacement shall be: <b>30</b> day(s)</p>

**SCHEDULE 2**

**COST STRUCTURE FOR VALUE ADDED CALCULATION PER PRODUCT**

<b><u>COST STRUCTURE FOR VALUE ADDED CALCULATION PER PRODUCT</u></b>		
	<b>N\$</b>	<b>N\$</b>
<b>Raw Materials, Accessories &amp; Components</b>		
• Imported (CIF)	.....	
• Local (VAT & Excise Duty Fee)	.....	.....
<b>Labour Cost</b>		
• Direct Labour	.....	.
• Clerical Wages	.....	.
• Salaries to Management	.....	.....
<b>Utilities</b>		
• Electricity	.....	
• Water	.....	
• Telephone	.....	.....
<b>Depreciation</b>	.....	
<b>Interest on Loans</b>	.....	
<b>Rent</b>	.....	.....
<b>Other (please specify)</b>		
• .....	.....	
• .....	.....	
• .....	.....	.....
<b>TOTAL COST</b>		

$$\text{Local Value Added} = \frac{\text{Total Cost} - \text{Cost of imported inputs}}{\text{Total Cost}} \times 100$$

**NB! The cost structure should be certified by a Certified Accountant**

**SCHEDULE 3****QUOTATION CHECKLIST SCHEDULE****Procurement Reference No.: G/RFQ/NW-006/2023**

<b>Description</b>	<b>Attached</b>	<b>Not Attached</b>
Quotation Letter		
List of Goods and Price Schedule		
Specification and Compliance Sheet		
Valid Partner Agreement with Product Vendor		
Bid Securing Declaration		
Evidences for conformity of Goods		
Valid company Registration Certificate Copy from <b>Ministry of Trade and Industry</b>		
Original valid good standing Tax Certificate from <b>Inland Revenue</b> or a valid certified copy of an original certified by the Namibian Police of good standing Tax Certificate		
Original valid good Standing Certificate from <b>Social Security Commission</b> 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 <b>Employment Equity Commissioner</b> that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;		