



Namibia Nature Foundation

Request for Price Quotations (RfPQ)

for

Good

Procurement of x88 Field Phones and x3 Tablets for the National Adaption Plan (NAP) and the Freshwater Initiatives for Sustainable Habitats (FISH) Projects

Organisation	Name Namibia Nature Foundation
Program/Project Name	National Adaption Plan (NAP) and Freshwater Initiatives for Sustainable Habitats (FISH) Projects
Phone	061 248345
Requestor	Salom Johannes
Delivery Address	No. 2 Corner of Mozart Street & Hosea Kutako Avenue, Windhoek West
Due Date for submission	19 October 2026 at 23h59
Mode of Submission	Via email to: Procurement@nnf.org.na with the procurement reference number as the subject line.

Procurement Reference Number: G/RPQ/NNF-NAPFISH/01/2026



Namibia Nature Foundation

08 October 2026

Invitation Letter

Procurement Reference Number: G/RPQ/NNF-NAPFISH/01/2026

Dear Bidders,

Subject: Procurement of x88 Field Phones and x3 Tablets for the National Adaptation Plan (NAP) and the Freshwater Initiatives for Sustainable Habitats (FISH) Projects at the Namibia Nature Foundation (NNF)

The National Adaptation Plan (NAP) in collaboration with Freshwater Initiatives for Sustainable Habitats (FISH) Projects at the Namibia Nature Foundation (NNF) hereby invites suppliers, distributors or agents to submit priced quotations for goods described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions of contracting for the NNF.

For queries, if any, should be addressed to Salom Johannes @ Procurement@nnf.org.na.

Please prepare and submit your quotation in accordance with the instructions given herein.

Yours faithfully,

Tega Shivute
Project Lead
NAP Project

Allen Jiji
Project Lead
FISH Project



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Section 1: Instructions to Bidders:

1. Rights of the NNF

- (a) The NNF is not bound to select any of the bidder that submitted priced quotations.
- (b) The NNF reserves the right to modify specifications before the closing date.
- (c) The NNF reserves the right to cancel the tendering process at any stage.
- (d) The NNF reserves the right to split the award between or to multiple bidders.
- (e) The NNF reserves the right to verify the accuracy of any information provided, and any misrepresentation may lead to the disqualification of the bidders.

2. Preparation of Bid

You are requested to submit a bid for the goods described hereunder, by preparing, signing and submitting the following:

- a) A priced quotation with specifications on the company letterhead
- b) Annex 1: Declaration of Undertaking,
- c) Letter of warranty terms and conditions

3. General Requirements

- a) A bidder that is under a declaration of ineligibility by the Government of origin, in accordance with applicable laws at the date of the deadline for bid submission shall be disqualified.
- b) Bidders should submit a statement on past and present declaration of ineligibility, if any, by any local/international agency or any termination of the contract for unsuccessful completion of the assignment, giving adequate details to enable a fair assessment.
- c) Bidders shall bear all costs associated with the preparation and submission of their bid documents and the NNF will not be responsible or liable for those costs regardless of the conduct or outcome of the process.
- d) By way of responding to the request for proposal, the bidder accepts that all answers to be provided are legally binding and should the need arise, may be used as evidence in a court of law

4. Eligibility Criteria

All bidders shall submit together with their bid the following documentary evidence. Failure to submit may result in the disqualification of your bids.

- (a) A valid original or certified copy of good standing certificate inland revenue
- (b) A valid original or certified copy of good standing certificate social security certificate



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- (c) A valid certified copy of affirmative compliance certificate or exemption letter as prescribed by the Act.
- (d) Company registration document
- (e) Dealer, distributor or agent letter/certificate in the goods required

5. Quotation Validity

The bid validity period for this proposal is 30 days. Therefore, please hold your offers valid for this period from the deadline for submission.

6. Declaration of Undertaking

Bidders are required to sign the Declaration of Undertaking attached as Annex 1.

7. Deadline for Submission

The tender shall remain open for 7 days, and the closing date shall be **Monday, 19 October 2026 at 23H59 pm** (late submissions will be rejected).

Priced quotations in one (1) "PDF file" should be submitted via email before or on the closing date and time, addressed to: Namibia Nature Foundation, NAP and FISH Projects, c/o Mozart Street & Hosea Kutako Drive, Windhoek-West, P.O. Box 245, Windhoek.

Clearly indicate in the subject line: "Procurement reference number"

For Attention:

Salom Johannes

Senior Admin & Procurement Coordinator

procurement@nnf.org.na

8. Opening of Quotations

Quotations will be opened internally by the NNF Procurement Committee, and the opening summary will be made available within seven (7) days or soonest available time after opening to any bidder on requests. No document will be returned.

9. Evaluation of Quotations

The NNF shall reserve the right to request clarifications in writing during evaluation. Quotation offers that are substantially responsive shall be compared on the basis of price or cost of ownership, and, after-sales services, to determine the lowest evaluated quotation.

10. Award of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to supply the goods/items shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order or as the parties agree.



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11. Delivery

Delivery shall be within **14 days** after acceptance/issue of Purchase Order (PO) or confirmation of payment. Deviation in delivery period shall not be accepted.

The NNF shall inspect goods delivered for damages, compliance to specifications and compare invoices against PO to ascertain correctness. Damaged goods or goods not meeting the agreed specifications will be returned.

12. Warranty

The goods offered shall have a warranty of 12 months from the date of sales/purchase.



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Section 2: List of Goods and Price Schedule

A. National Adaptation Plan (NAP) Project

Item No.	Description and Specifications	Quantity Required	Unit Price (N\$)	Unit Price (VAT) Inclusive (N\$)	Total Price (VAT) Inclusive (N\$)	Goods Origin	Lead Time/Delivery
1	RugKing 3 pro <u>Specifications:</u> • Display – 6.56" 120Hz • Battery – 5700 mAh • OS – Android 15 • Memory – Ram 8GB + ROM 128GB • Front Camera – 8MP • Back Camera – 48MP + 2MP • Color – Black <u>Extras:</u> Screen protectors	68					

NB: Bidders are not bound to quote for all items and quantities. Please quote for items you can supply.

Name of Quotation Authorizer: _____ Capacity: _____ Signature: _____

Date: _____ Company Stamp: _____



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B. Freshwater Initiatives for Sustainable Habitats (FISH) Project

Item No.	Description and Specifications	Quantity Required	Unit Price (N\$)	Unit Price (VAT) Inclusive (N\$)	Total Price (VAT) Inclusive (N\$)	Goods Origin	Lead Time/Delivery
1	RugKing 3 pro <u>Specifications:</u> • Display – 6.56" 120Hz • Battery – 5700 mAh or high • OS – Android 15 • Memory – RAM 8GB + ROM 128GB • Front Camera – 8MP • Back Camera – 48MP + 2MP • Color – Black <u>Extras:</u> Screen protectors	20					
2	Tablet - Blackview or Samsung <u>Specifications:</u> • Display – 8-11' inch touchscreen	3					



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- Battery - 8800 mAh or high - OS – Android 15 - Memory – RAM 6GB + 128GB - Micro SD slot - Built in GPS (if possible) - USB-C Type charging - Back Camera – 2MP or high - Front Camera – 8MP or high - Wi-Fi and Bluetooth Connectivity - Color – Black or Grey <u>Extras:</u> Screen protectors Keyboard							
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NB: Bidders are not bound to quote for all items and quantities. Please quote for items you can supply.

Name of Quotation Authorizer: _____ Capacity: _____ Signature: _____

Date: _____ Company Stamp: _____



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Annex 1: Declaration of Undertaking

We underscore the importance of a free, fair and competitive contracting procedure that precludes abusive practices. In this respect, we have neither offered nor granted directly or indirectly any inadmissible advantages to any public servant or other person nor accepted such advantages in connection with our bid, nor will we offer or grant or accept any such incentives or conditions in the present tendering process or, in the event that we are awarded the contract, in the subsequent execution of the contract. We also declare that no conflict of interest exists, i.e. the bidder or individual members of the bidder's staff or a subcontractor has no economic links or family ties with personnel of the contracting agency who are involved in preparing the tender documents, awarding the contract or supervising the execution of the contract.

We also underscore the importance of adhering to environmental and social standards in the implementation of the project. We undertake to comply with applicable labour laws and the Core Labour Standards of the International Labour Organization (ILO) as well as national and applicable international standards of environmental protection and health and safety standards.

We will inform our staff of their respective obligations and of their obligation to fulfil this declaration of undertaking and to obey the laws of the country of (name of the country) or any relevant country for the implementation of the project.

We also declare that our company/all members of the consortium has/have not been included in the list of sanctions of the United Nations, nor of the EU, nor of the German Government, nor in any other list of sanctions and affirm that our company/all members of the consortium will immediately inform the contractor if this situation occurs at a later stage.

We acknowledge that, in the event that our company (or a member of the consortium) is added to a list of sanctions that is legally binding on German development cooperation or international development cooperation under OECD rules, the Client shall be entitled to exclude us/the consortium or, if the contract is awarded to our company/the consortium, to immediately cancel such contract if the statements made in the Declaration of Undertaking were objectively false or the reason for exclusion from the tender procedure occurs after the Declaration of Undertaking has been issued.

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(Place) (Date)

.....
(Services Provider)

.....
(Signature)