



REPUBLIC OF NAMIBIA

Omaheke Regional Council
Division of Maintenance and Technical Services

**Request for Quotations
for Works**

**Removal of Refuse and Pumping of
Septic Tanks at Government Buildings
in Omaheke Region for a Period of
Two Years**

Procurement Reference No: W/RFQ/OMA/WTC-058/2026/2027

Omaheke Regional Council
Government Office Park
Private Bag 2277
Gobabis

|Tel: +264 62 566500
|Fax: +264 62-562432
|Website: www.omahekerc.gov.na

Initial _____



Omaheke Regional Council
Division of Maintenance and Technical Services

Fax: +264 62-562432

.....

.....

.....

.....

13 October 2026

Head of Procurement Management Unit

Initial

Section I: Instructions to bidders

1. Rights of Public Entity

The **Omaheke Regional Council** reserves the right:

- (a) to split the contract as per the lowest evaluated cost per lot; and
- (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 works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- (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 thirty (30) workdays from the date of bid submission deadline.

1. Eligibility Criteria

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

- (a) have a valid company Registration Certificate, have a certified copy (certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioners of Oath Act.1963 (act No. 16 of 1963
- (b) have an original/ certified valid good Standing Tax Certificate (certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioners of Oaths Act.1963)
- (c) have an original/ certified valid good Standing Social Security Certificate (certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioners of Oaths Act.1963)
- (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; Certificate (certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioners of Oaths Act.1963)

- (e) have a certificate indicating SME Status (for Bids reserved for SMEs) (certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioners of Oaths Act.1963)
- (f) Submit signed Bid-securing Declaration.
- (g) 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) Bidders must initial all pages of the bidding documents including bidders support documentation.
- (i) The bidder's business operation as per company registration documents must be registered in line with the goods/service sourced.
- (j) have a valid certified Identification document,
- (k) Written Power of Attorney or make a Close Corporation resolution to self for the signatory of the bid (template on to be completed, signed and stamped).
Note: Not Applicable to Sole Owner of entities”.
- (l) Complete the Company Shareholding Information form.
- (n) 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.
- (o) Did the bidder offer validity period of one hundred and twenty (120) days from the date of the bid submission deadline (bidder that offer validity period less than 120 will be disqualified).

4. Works Completion Period

The completion period for works shall be **seven (30) workdays** after acceptance and issue of Purchase Order. Deviation in completion period shall be considered if such deviation is reasonable.

5. Sealing and Marking of Quotations

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

6. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at **Omaheke Regional Council**, not later than **23/10/2026, 11:00AM.** Quotations by post or hand delivered should reach Omaheke Regional Council not later than **23/10/2026, 11:00 AM.** Late quotations will be rejected. Quotations received by e-mail will not be considered.

7. Opening of Quotations

Quotations will be opened internally by the Public Entity 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 Security/Bid Securing Declaration, will be posted on the website of the Public Entity and available to any bidder on request within three working days of the Opening.

8. Evaluation of Quotations

The Public Entity 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.

9. 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.

10. 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.

1. Margin of Preference

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

- a. Bidders applying for the Margin of Preference shall submit, **upon request**, evidence of:

Exclusive Preferences

$$A = \frac{\text{Margin of Preference} \times \text{Bid Price}}{100}$$

"A" represents the amount to be determined;

"MP" represents the total percentage of all margins of preferences granted in respect of the bid; and

"BP" represents the bid price.

Bidders applying for the Margin of Preference shall submit, evidence of:

CATEGORIES OF BIDDERS	MARGIN OF PREFERENCE	DOCUMENTARY EVIDENCE
-----------------------	----------------------	----------------------

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
Micro, Small and Medium Enterprise	1%	-SME registration certificate -Declaration indicating the percentage of Namibian MSME ownership
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
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
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
Suppliers providing environmental protection	1%	-declaration and proof that the bidder meets the requirements set out in the bidding document
Suppliers providing employment to Namibian	1%	-declaration that the bidder employs 50% or more Namibian citizens
TOTAL	10%	

11.2 Bidders applying for the Margin of Preference shall submit, **upon request**, evidence of:

11. 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.

Initial _____

12. Notification of Award and Debriefing

The Public Entity 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 seven (7) days. Furthermore, the Public Entity 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

Quotation addressed to:	Omaheke Regional Council- Division Maintenance and Technical Services
Procurement Reference Number:	W/RFQ/OMA/WTC- 058/2065/2027
Subject matter of Procurement:	REMOVAL OF REFUSE AND PUMPING OF SEPTIC TANKS AT TEN (10) GOVERNMENT INSTITUTIONS IN THE OMAHEKE REGION FOR A PERIOD OF TWO (2) YEARS

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 Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead

The validity period of our Quotation is _____ 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 _____ days from date of issue of Purchase Order/ Letter of Acceptance.

Works will be completed within _____ 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	

Initial _____

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

Date:

Procurement Ref No.:

To:

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.]

Initial _____



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:

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:.....

Initial _____

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 set of precise and clear Specifications is a prerequisite for bidders to respond realistically and competitively to the requirements of the Public Entity without qualifying or conditioning their quotations. Specifications must be drafted to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done shall the objectives of economy, efficiency, and fairness in procurement be realized, responsiveness of quotations be ensured, and the subsequent task of quotation evaluation facilitated. The Specifications should require that all goods and materials to be incorporated in the Works be new, unused, of the most recent or current models, and incorporate all recent improvements in design and materials unless provided otherwise in the Contract.

Samples of Specifications from previous similar Contracts are useful in preparing Specifications. Most Specifications are normally written specially by the Public Entity to suit the Contract Works in hand. There is no standard set of Specifications for universal application in all sectors, but there are established principles and practices, which are reflected in these Documents.

There are considerable advantages in standardizing General Specifications for repetitive Works in recognized public sectors. The General Specifications should cover all classes of workmanship, materials, and equipment commonly involved in construction, although not necessarily to be used in a particular Works Contract. Deletions or addendums should then adapt the General Specifications to apply them to the particular Works.

Care must be taken in drafting Specifications to ensure that they are not restrictive. In the Specifications of standards for goods, materials, and workmanship, recognized international standards should be used as much as possible. Where other particular standards are used, whether national standards of Namibia or other standards, the Specifications should state that goods, materials, and workmanship that meet other authoritative standards, and which ensure substantially equal or higher quality than the standards mentioned, shall also be acceptable. To that effect, the following sample clause may be inserted in the Special Conditions or Specifications.

Equivalency of Standards and Codes

Wherever reference is made in the Contract to specific standards and codes to be met by the goods and materials to be furnished, and work performed or tested, the provisions of the latest current edition or revision of the relevant standards and codes in effect shall apply, unless otherwise expressly stated in the Contract.

SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

See on the Bill of Quantities

OMAHEKE REGIONAL COUNCIL

DIVISION OF MAINTENANCE AND TECHNICAL SERVICES

OMAHEKE REGION

(Where no Local Authority ID presents)

1. DEFINITIONS

- 1.1 The "Official in Charge" will always be the person who issued the order for service rendered.
- 1.2 The "Regional Representative" will always be the Representative of the Directorate of the Ministry involved in the specific area where the services to be rendered.
- 1.3 The "Certifying Official" will always be the official in charge at the institution usually nominated by the Directorate of the Ministry involved, where the service is to rendered, to certify on the bidders' invoices that the service was rendered to specification.

2. ADDITIONAL BIDS CONDITIONS

2.1 SPECIFICATIONS

- 2.1.1 At houses and other institutions where no refuse bins exist, the successful bidder, however, will be responsible to remove the household refuse from the premises to the satisfaction of the residents'/Erf owners.
- 2.1.2 All households refuse and sewerage water and solids (sludge) as indicated. Above must be removed and dumped at a place designated by the official of The Office of the Regional Representative, Ministry of Works and Transport.
- 2.1.3 The successful bidder must take place the necessary precautions not to litter any refuse and route to the refuse dump.
- 2.1.4 All refuse must be burned at the refuse dump under supervision of the Contractor, when dumping.

Initials.....

- 2.1.5 The successful bidder undertakes to report and compensate the Ministry for any damage incurred to the property of the Ministry in the execution of his duties.
- 2.1.6 The successful hereby indemnifies the Ministry against any claims as a result removal service and acknowledges the fact that the said service will be carries out at own risk.

3. COMPLETION OF DOCUMENTS

No bids where alterations have been made on the form or where the information required is not submitted fully, may not be considered. Any amendment or correction on the bids document of a bidder amount/sum/rate just above it. This amendment/correction must be initialled by all signatories to the bids.

THE USE OF "TIPPEX" OR SIMILAR SUBSTANCES TO MAKE CORRECTION AND/OR ALTERATIONS ANYWHERE ON THE BIDS DOCUMENT IS NOT PERMITTED. ANY BIDS HAVING BEEN ALTERED/AMENDED I THIS WAY WILL BE DECLARED INVALID AND BE DISREGARDED.

3.1 The Department of Works does not bind itself to accept the lowest or any bids.

4. BASIS OF BIDDING

4.1 NO GOVERNMENT OFFICIALS OR EMPLOYEES WILL BE ALLOWED TO SUBMIT BIDS.

- 4.2 The bidders are permitted to bid for more than two (2) contracts, subjects to the requirements that they reside or operate within a 50km radius of the relevant home base. Notwithstanding the number of contracts bid for, a bidder shall not be awarded more than two (2) contracts. An exception may be made where the bidder is the sole bidder for the specific location and satisfies all mandatory requirements and evaluation criteria.
- 4.3. The successful bidder shall not Sub-contract the service to any person or body without the prior written permission of the Regional Representative of the Department of Works. If and when the successful bids should experience difficulties to execute the service.
- 4.4 Where pumping of septic tanks is involved, the contractor must make sure that the septic tank is completely empty after pumping and remove slushes **twice a year**. No spilling of sewerage takes place at the designated dumping terrain.
- 4.5 Bidders must please take note to bids for the pumping as indicate on the schedules, but if additional pumping is required an additional order will be issued after requested by the contractor.

Initials.....

- 4.6 The contractor must be in possession of a suitable pump with a 5m³ tank mounted on a chassis and wheels. (Trailer or Lorry). If this is a Trailer suitable vehicle or (tractor) must be available to tow the Trailer. This equipment to execute the work must be available for inspection by the Regional Representative of the Department of Works to be ensure that both of them are suitable to execute the service. Proof of ownership/registration must be attached of valid lease agreement.
- 4.7 Bidders must please take note that only full septic tanks must be pumped out and not necessarily as per price schedule. The "Official in Charge" of the Ministry involved at the institution where the service is to be rendered, will notify the "Representative of Department of Works" whenever the tanks are full. The "Representative" will then instruct the bidder.
- 4.8 The Bidder must submit "proof of residence" by means of water and electricity bill, or a letter from any other recognized entity such as settlement office or constituency office or Traditional Authority Office.
- 4.9 If no kilometers are provided and the calculation for sewerage and refuse removal is not correctly done as per example below, the Bidder will not be considered for that specific town or village.

EXAMPLE FOR PUMPING OUT OF SEWERAGE

CALCULATIONS FOR SEWERAGE:

$$1 \times 20\text{m}^3 \times 2 \times \text{pm} = 40\text{m}^3 \times \text{N\$ } 20.00 = \text{N\$ } 800.00$$

WITVLEI IS FROM MY HOME BASE

	NO OF SEPTIC TANKS TO BE PUMPED	PUMPINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Clinic	1 x 20m ³	2x pm	40m ³	20.00	N\$ 800.00

EXAMPLE FOR REFUSE REMOVAL

CALCULATIONS FOR REFUSE REMOVAL

The Bidder must please take note of the requested kilometers distances that must be provided and completed for each town or place they wish to bids for. 4(No of Drums to be collected) x 8 (times per month) = 32 drums N\$ 35 (unit rate) = N\$ 1120.00 (amount)

Initials.....

WITVLEI IS FROM MY HOME BASE

	NO OF DRUMS TO BE COLLECTED	PUMPINGS PER MONTH	UNIT RATE PER DRUM	AMOUNT
Clinic	4 x 85lt	8x pm	35.00	N\$ 1120.00

5. PAYMENT AND PRICE

- 5.1 The successful bidder must submit his specified invoice for the service rendered, refuse for or pumping for the month, to the 'Official in Charges of the Ministry involved at the institution where the service was rendered satisfactory, it must be sent to the addresses indicated in page six (6) below for payment.
- 5.2 Any additions or subtractions of the number of containers/drums to be carted during the month will be calculated proportionately per container as calculated for the monthly bids price.
- 5.3 Bidders must make provision in their bid's prices for net prices.
- 5.4 Total price must be inclusive of transport and all Taxes.

Initials.....

PLEASE NOTE**FAILURE TO COMPLY TO THE CONDITIONS AS SET OUT IN THIS
BIDS DOCUMENTS WILL INVAIDATE THE BIDS**

7. All invoices must be sending to the following addresses:

7.1 Ministry of Agriculture, Fisheries, water and Land Reform
Extension Agriculture
P.O.Box 662
Gobabis

7.2 Ministry of Home Affairs, Immigration, Safety and Security
Nampol
Private Bag 2265
Gobabis

7.3 Ministry of Health and Social Services
The Director
Private Bag 2009
Gobabis

7.5 Ministry of Education, Innovation, Youth, Sports and Culture
Regional Director
Private Bag 2004
Gobabis

Initials.....

OMAHEKE REGION**MINISTRY OF EDUCATION****SEWERAGE ERENST MEYER PS IS.....KM FROM HOME BASE**

SCHOOL HOSTEL	NO OF SEPTIC TANKS TO BE PUMPED PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT RATE PRICE PER CUBIC	AMOUNT
Dwellings	30	4x pm	120m ³		
Hostel	40	4 x pm	160m ³		
Total price per month for sewerage					
Grand Total					

Initials.....

REFUSE REMOVAL RIETQUELLE HS IS.....KM FROM HOME BASE

SCHOOL	NO OF DRUMS TO BE COLLECTED	PUMPINGS PER MONTH	UNIT RATE PER DRUM	AMOUNT
School	8x85ltr.	4xpm		
Hostel	10x85ltr.	4xpm		
Dwellings	14x85ltr	4xpm		

Total price per month for refuse	
----------------------------------	--

REFUSE REMOVAL CHIEF KUTAKO PS IS.....KM FROM HOME BASE

SCHOOL	NO OF DRUMS TO BE COLLECTED	PUMPINGS PER MONTH	UNIT RATE PER DRUM	AMOUNT
School	10x85ltr.	4xpm		
Hostel	15x85ltr.	4xpm		
Dwellings	15x85ltr	4xpm		

Total price per month for refuse	
----------------------------------	--

SEWERAGE BLOUBERG PS IS.....KM FROM HOME BASE

SCHOOL HOSTEL	NO OF SEPTIC TANKS TO BE PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Dwellings	1X41m ³	2xpm	82m ³		
Dwellings	1x14m ³	1xpm	14m ³		
School	1 x38m ³	2xpm	76m ³		
Total price per month for sewerage					
Grand Total					

OTJIUANEHO**REFUSE REMOVAL OTJIUANEHO PS IS KM FROM HOME BASE**

PRIMARY SCHOOL	NO OF DRUMS TO BE COLLECTED	PUMPINGS PER MONTH	UNIT RATE PER MONTH	AMOUNT
School	8x85ltr.	4xpm		
Dwelling	3x85ltr.	4xpm		
Total price per month for refuse				

Initials.....

SEWERAGE OTJIUANNEHO PS IS.....KM FROM HOME BASE

PRIMARY SCHOOL	NO OF SEPTIC TANKS TO BE PUMPED	PUMPINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Dwellings	1X9m ³	4xpm	36m ³		
Dwellings	1x2m ³	4xpm	8m ³		
School	1x24m ³	4xpm	96m ³		
Total price per month for sewerage					
Grand Total					

GOBABIS: MINISTRY OF HEALTH AND SOCIAL SERVICES – CORRIDOR POS 13**SEWERAGE CORRIDOR 13 CLINIC IS.....KM FROM HOME BASE**

CLINIC	NO OF SEPTIC TANKS TO BE PUMPED	PUMPINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Clinic	1X22m ³	1xpm	22m ³		
Dwellings	1x 21m ³	1xpm	21m ³		
Total price per month for sewerage					
Grand Total					

TRANS KALAHARI BORDER POST**SEWERAGE CLINIC IS.....KM FROM HOME BASE**

CLINIC	NO OF SEPTIC TANKS TO BE PUMPED	PUMPINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Clinic	1X55m ³	1xpm	55m ³		
Total price per month for sewerage					
Grand Total					

Initials.....

SEWERAGE OTJIMANANGOMBE CLINIC IS.....KM FROM HOME BASE

CLINIC	NO OF SEPTIC TANKS TO BE PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Clinic	1X56m ³	1xpm	56m ³		
Total price per month for sewerage					
Grand Total					

GOBABIS: MINISTRY OF SAFETY AND SECURITY – CORRIDOR 13**PLESSIS PLAAS**

REFUSE REMOVAL PLESSIS PLAAS POLCE STATION IS KM FROM HOME BASE

POLICE STATION	NO OF DRUMS TO BE COLLECTED	PUMPINGS PER MONTH	UNIT RATE PER MONTH	AMOUNT
Police station	2x85ltr.	4xpm		
Dwellings	5x85ltr.	4xpm		
Total price per month for refuse				

SEWERAGE PLESSIS PLAAS IS.....KM FROM HOME BASE

POLICE STATION	NO OF SEPTIC TANKS TO BE PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Police station	1X103m ³	2xpm	206m ³		
Dwellings	1x 64m ³	2xpm	128m ³		
Total price per month for sewerage					
Grand Total					

Initials.....

TRANSKALAHARI BORDERPOST**SEWERAGE POLICE STATION (BUIITEPOS) IS.....KM FROM HOME BASE**

POLICE STATION	NO OF SEPTIC TANKS TO BE PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Police station	1X2m ³	1xpm	2m ³		
Dwellings	1x 97m ³	1xpm	97m ³		
Dwellings	1x 15m ³	1xpm	5m ³		
Dwellings	1X20m ³	1xpm	40m ³		
Dwellings	1X36m ³	1xpm	36m ³		
Dwellings	1X30m ³	1xpm	30m ³		
	1X51m ³	1xpm	51m ³		
Total price per month for sewerage					
Grand Total					

GOBABIS: MINISTRY OF AGRICULTURE, WATER AND FORSETRY**SANDVELD RESEARCH****SEWERAGE SANDVELD RESEARCH IS.....KM FROM HOME BASE**

AGRICULTURE	NO OF SEPTIC TANKS TO BE PUMPED	PUMBINGS PER MONTH	QUANTITY OF SEPTIC TANK	UNIT PRICE PER CUBIC	AMOUNT
Office	1X63m ³	1xpm	63m ³		
Dwellings	1x 73m ³	1xpm	73m ³		
Dwellings	1x 33m ³	1xpm	33m ³		
Dwellings	1X5m ³	2xpm	10m ³		
Dwellings	1X36m ³	1xpm	36m ³		
Total price per month for sewerage					
Grand Total					

Initials.....

8. BIDS FORM AND AGREEMENT SIGNED BY CONTRACTORS

I/We..... (Name in block letters) the undersigned, hereby offer and agree to conclude an agreement to provide for all labor, transport, workmanship, machinery and everything which may be necessary for the entire completion of the work and service required, bills of quantities, conditions of contract and general provisions/conditions of bids to the entire satisfaction of the Department of Works for the pumping out of septic tanks and refuse removal in accordance with the bids conditions of **BIDS NO:W/RFQ/OMA-WTC-058/2026/2027**

Signed at on the day.....

Initials.....

NB. TO BE COMPLETED AND SIGNED BY CONTRACTORS.

NAME:

ID NO:

POSTAL ADDRESS:

RESIDENTIAL ADDRESS

.....

.....

.....

.....

TEL. NO:

MEANS OF TRANSPORT

1.

2.

3.

Failure to sign and complete this form may invalidate the bids.

Signature..... Date.....

Initials.....

SECTION IV: PRICED ACTIVITY SCHEDULE

Procurement Reference Number: **W/RFQ/OMA/WTC-058/2026/2027**

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 (www.omahekerc.gov.na) except were modified by the Special Conditions below

SECTION VIII SPECIAL CONDITIONS OF CONTRACT

Procurement Reference Number: **W/RFQ/OMA/WTC-058/2026/2027**

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)	Omaheke regional Council Division of Maintenance and Technical Services
Intended Completion Date GCC	The intended completion date is: Two (2)Years
Project Manager GCC 1.1(y)	The Project Managers is: Mr. J.T. Kokati Works Inspector for Ministry of Works & Transport
Site GCC 1.1(aa)	The Employer is different line Ministries: Health,Agricultuer,Education and Safety & Security (Nampol) in Omaheke Region.
Start Date GCC 1.1(dd)	The Start Date shall be: 01 November 2026.
The Works GCC 1.1(hh)	The Works consist of: REMOVAL OF REFUSE AND PUMPING OF SEPTIC TANKS AT ELEVEN (11) GOVERNMENT INSTITUTIONS IN THE OMAHEKE REGION FOR A PERIOD OF TWO (2) YEARS

Initials.....

GCC Clause Reference	Special Conditions
Interpretation GCC 2.2	The project will be completed in the following sections once payments.
Interpretation GCC2.3	The following additional documents shall form part of the contract: Qualifications of personnel on site N/A
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.
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 <i>may</i> delegate his/her duties.
Possession of the Site GCC 20.1	The Site Possession Date shall be: As soon as possible
Defects Liability Period GCC 33.1	The Defects Liability Period is: seven (7) Workdays.
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 of receipt by the Employer of an invoice, supported by: (a) the payment certificate; and (b) a certificate of Completion of the Works.

Initials.....

QUOTATION CHECKLIST SCHEDULE

Procurement Reference No: W/RFQ/OMA/WTC-058/2026/2027

Description	Attached	Not Attached
Quotation letter		
List of Items and Price Schedule		
Specification and Compliance Sheet		
Bid Securing declaration		
have a valid company Registration Certificate 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));;		
have an original valid good Standing Tax Certificate (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));;		
have an original valid good Standing Social Security Certificate (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));;		
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 (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));;		

Initials.....