



## **Procurement Management Unit**

### **EXECUTIVE SUMMARY OF BID EVALUATION REPORT for**

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**Provision of Creative Services for the Namibia Qualifications Authority for a period of 24 months (Time-Based Contract)**

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**Procurement Reference Number:  
NCS/RFQ/NQA-08/2025/26**

**Namibia Qualifications Authority  
Private Bag 13247  
Windhoek  
Namibia**

**Phone: +264 61 384 100  
Website: [www.namqa.org](http://www.namqa.org)**

**Fax: +264 61 384 114**

**Executive Summary of Bid Evaluation Report**  
**(Section 55 (8))**

**Project:** Provision of Creative Services for the Namibia Qualifications Authority for a period of 24 months (Time-Based Contract)

**Reference number:** NSC/RFQ/NQA-08/2025/26

1. Procurement method used: Request for Sealed Quotation
2. Date of Invitation to Bids: 30 October 2025
3. Date of Submission of Bids: 21 November 2025
4. Date and place of opening of bids: 21 November 2025, NQA c/o S. Shihungileni and Dr. Kulz Street, Windhoek
5. Number of bids received by closing date: Five (5)
6. Responsive bids: Five (5)

No.	Bidder's Name	Pricing at Bid Opening N\$	Responsive or not responsive (Yes/ No)	Reasons why bidder is successful/ Not Successful
1.	Performance Development Centre	310,735.75	Yes	Responsive
2.	Vertical Studios cc	181,700.00	No	-Bidder did not submit reference letters. -No CV and qualifications for the graphic designer.
3.	Foster Digital Education Group CC	405,185.00	Yes	Responsive
4.	Dunefox Printing T/A Dunefox Creative Agenox	713,713.00	No	-Bidder did not attach reference letters for production of videos for institutional campaigns or profile videos.
5.	Juxtapose Design CC	142,485.00	No	Bidder did not attach qualifications for the personnel.

**7. Price comparison for bids that are substantially responsive:**

No.	Bidder's Name	Price at Bid opening (N\$)	Bid price after correction (N\$)	Price after adjustments (N\$)	Price after Margin of preference (If applicable)	E. Rank

1.	Performance Development Centre	N\$310,735.75	N/A	N/A	N\$288,984.25	1
2.	Foster Digital Education Group cc	N\$405,185.00	N/A	N/A	N\$380,873.09	2

**8. Best Evaluated Bid:**

Performance Development Centre is the lowest evaluated substantially responsive bidder that met all the requirements.

