

EXECUTIVE SUMMARY OF BID EVALUATION REPORT

MANAGEMENT AND OPERATION OF FOOD COURT OUTLETS FOR MAIN CAMPUS AND OUTLETS FOR KATIMA AND RUNDU CAMPUS

PROCUREMENT REFERENCE NO: NCS/ONB/UNAM-02/2025

1. Scope of Contract

The University of Namibia invited prospective catering service bidders to submit comprehensive proposals for the Management and Operation Food Court Outlets for Main campus and Outlets for Katima and Rundu Campus. The contract duration will be 2 years. UNAM is in the process of revamping the Main Campus Dining Hall by converting it into a Food Court consisting of various stalls.

This redesign will feature multiple vendors, contemporary layouts, and optimized use of both indoor and outdoor spaces, while maintaining seating capacity. The goal is to provide students and the broader university community with affordable, diverse, and comfortable food options.

This bid falls under an exemption granted in terms of Section 4(2) of the Public Procurement Act, 2015, regarding the disposal of assets, acquisition or granting of rights, and letting and hiring. Please see below for ease of reference.

The exemption permits the University to conduct the bidding process according to its own internal proceedings.

2. Procurement method used

Open National Bidding in terms of section 27 (1)(b) of the Public Procurement Act, 2015 (Act No. 15 of 2015) as amended.

3. Date of Invitation of Bids

20 October 2025

4. Closing date for submission of bids

10 November 2025 at 15h00.

5. Date and place of opening of bids

10 November 2025 at 15h00.

University of Namibia (UNAM) Main Campus, Administration Building, Ground Floor, 340 Mandume Ndemufayo Avenue, Pioneers Park, Windhoek

6. Number of bids received by closing date

8

7. Responsiveness of bids:

	BIDDER' S NAME	PRICING AT BID OPENING N\$	RESPONSIVE OR NOT RESPONSIVE (YES/ NO)	REASONS WHY BID IS NOT RESPONSIVE
1	GEJOLITA CATERING SERVICES CC	N/A	Yes	- Lowest evaluated responsive bid for Lot 2. - Lowest evaluated responsive bid for Lot 5.
2	DIE MAMA'S KITCHEN	N/A	No	- The bidder was not responsive because they did not submit a Food Handler Certificate
3	POEKIES LOVERS TRADING ENTERPRISES CC	N/A	No	- The bidder was not responsive because they did not submit the Food Handler Certificate, instead they submitted a Certificate for food safety and hygiene awareness course
4	BEVA INVESTMENTS CC	N/A	Yes	- Lowest evaluated responsive bid for Lot 4.
5	ACTIVISION NAMIBIA TRADING CC	N/A	Yes	- Lowest evaluated responsive bid for Lot 7.
6	TALONO INVESTMENTS CC	N/A	Yes	- Lowest evaluated responsive bid for Lot 3. - Lowest evaluated responsive bid for Lot 6.
7	THREE AMIGOS DINER CC	N/A	No	- The bidder was not responsive because they failed to meet the minimum technical score of 70%. - Submitted award letters and agreement instead of Reference Letters as required.
8	FUNDAMENTAL TRADING ENTERPRISES CC	N/A	No	- The bidder was not responsive because they failed to meet the minimum score of 70% in the Practical Presentation Evaluation

a) The following Lots did not receive the lowest evaluated responsive bids:

- (i) Lot 1: Coffee and Sweet Bakery Shop:
- (ii) Lot 8: Katima Mulilo – Famish Aid Dining Hall and Cloud 9 Kiosk
- (iii) Lot 9: Katima Mulilo – Wildlife Cafeteria
- (iv) Lot 10: Rundu – The Square Dining Hall and Pavilion Kiosk

8. Lowest Evaluated Responsive Bids:

LOTS:	ALLOCATED BIDDER	Monthly rent (exclusive VAT and utilities)
Lot 2: Traditional Food Shop	GEJOLITA CATERING SERVICES CC	N\$ 1,820.00
Lot 3: Kiosk A Shop	TALONO INVESTMENTS CC	N\$ 1,350.00
Lot 4: General Hot Meals	BEVA INVESTMENTS CC	N\$ 1,690.00
Lot 5: Fish Shop	GEJOLITA CATERING SERVICES CC	N\$ 1,690.00
Lot 6: Chicken Shop	TALONO INVESTMENTS CC	N\$ 1,690.00
Lot 7: Kiosk B Shop	ACTIVISION NAMIBIA TRADING CC	N\$ 1,690.00

THE END



REPUBLIC OF NAMIBIA
MINISTRY OF FINANCE

Tel.: (00 264 61) 209 9111
Fax: (00 264 61) 230 179

Enquiries: Mr. P Nsundano (061-2099413)

Head Office,
Moltke Street,
Private Bag 13295,
WINDHOEK

29 September 2025

Our Ref.: Your Ref.:

ALL ACCOUNTING OFFICERS
ALL PUBLIC ENTITIES

Attention: All Accounting Officers

SUBJECT: DIRECTIVE EXTENDING THE EXEMPTION ISSUED ON 26 SEPTEMBER 2022 IN TERMS OF SECTION 4(2) OF THE PUBLIC PROCUREMENT ACT, 2015, ON THE DISPOSAL OF ASSETS, ACQUISITION OR GRANTING OF RIGHTS AND LETTING AND HIRING

1. Reference is made to the above-mentioned subject matter.
2. Kindly be informed that the Exemption issued on 26 September 2022, regarding the disposal of assets, acquisition or granting of rights and letting and hiring, is hereby extended for a further period of one year until 30 September 2026.
3. The Exemption will remain valid up until the 30th of September 2026, or the effective date of the Regulations on the disposal of assets, acquisition or granting of rights and letting and hiring, whichever comes first.

Please accept the assurance of my highest consideration.


ERICA SHAFUDAH, MP
MINISTER




6-09140

MINISTRY OF FINANCE

Tel: (00 264 61) 209 9111

Fax: (00 264 61) 227 702

Mr. P M Nsundano (209 9413)

Enquiries:.....

Our Ref:.....

**OFFICE OF THE MINISTER
Procurement Policy Unit**

Head Office:

Melkie Street

Private Bag 13299

Windhoek

NAMIBIA

26 September 2022

**HON MINISTERS
HON GOVERNORS
YOUR WORSHIP THE MAYORS
CHAIRPERSONS OF BOARDS**

Attention: All Accounting Officers

SUBJECT: DIRECTIVE: RE: EXEMPTION IN TERMS OF SECTION 4(2) OF THE PUBLIC PROCUREMENT ACT, 2015, ON THE DISPOSAL OF ASSETS, ACQUISITION OR GRANTING OF RIGHTS AND LETTING AND HIRING

1. The above-mentioned subject matter refers.
2. In terms of section 4(2) of the Public Procurement Act, 2015, (Act No. 15 of 2015), the Minister may, with or without condition, as the Minister may determine, grant a general or specific exemption by way of a directive for specific types of procurement or disposal from the application of certain provisions of this Act that are not practical or appropriate for the purpose for which such goods are let, hired or disposed of, including goods, works and services being procured.
3. Pursuant to the above, I hereby in terms of section 4(2) of the Public Procurement Act, 2015, grant exemption from the provisions of section 3 (a) and (b) of the Act **in relation to the disposal of assets, acquisition or granting of rights, and letting and hiring, respectively**, pending the finalization of the respective regulations to be made by the Minister of Finance in terms of Section 64 read together with section 79 of the Public Procurement Act, 2015.
4. The exemption will remain valid until 30th September 2023 or the effective date of respective regulations, whichever comes first.

Page 1 of 2

All official correspondence must be addressed to the Executive Director

5. Furthermore, all public entities are hereby directed that during the duration of this exemption, they should use the procedures for disposal of assets, acquisition or granting of rights and letting and hiring that were in operation in their respective entities before the commencement of the Public Procurement Act, 2015.

Please accept the assurance of my highest consideration.

**IPUMBU SHIMI, MP
MINISTER OF FINANCE**