

CLARIFICATION NO.: 01

PROCUREMENT TITLE: PROVISION OF TRAVEL MANAGEMENT AND RELATED SERVICES FOR A PERIOD OF THIRTY-SIX (36) MONTHS

CLARIFICATION QUESTIONS AND ANSWERS – Procurement Reference No: NCS/RFG/NAMRA/01-13/2025

Please find in the below table feedback to clarifications sought from bidder(s):

ITEM	ITEM	COMMENTS/ RESPONSE
1.	<p>As a Travel Management Company, we are eager to participate in this tender. Before proceeding with our submission, we kindly request clarification on the following point under the Mandatory and Eligibility Requirements:</p> <p>Requirement 6: Has the bidder completed a Company Shareholding Information Form on page 8 of the bidding document?</p> <ul style="list-style-type: none"> The document does not specify that only 100% Namibian-owned companies, or those employing at least 51% Namibian staff, are eligible to participate. Could you please confirm whether a company would be disqualified at Stage One if these conditions are not met? <p>For context, our company is registered in Namibia, owned by a Namibian holding company with some shareholding in South Africa. We employ 100% Namibian staff and source exclusively from Namibian suppliers.</p> <p>We would greatly appreciate your guidance on this matter to ensure our submission aligns fully with the tender requirements.</p>	<p>Please be advised that the form on page 8 of the bidding document is intended for bidders to indicate the company shareholders or owners.</p> <p>Furthermore, kindly note that this bid is open to entities that meet the following criteria:</p> <ol style="list-style-type: none"> To Namibian Citizens – "Namibian Citizen" means a citizen of Namibia by virtue of Article 4 of the Namibian Constitution and the Namibian Citizenship Act, No. 14 of 1990. To an entity incorporated or registered in Namibia in terms of the Company or Close Corporation Laws of Namibia. A Co-operative registered under the laws regulating co-operatives in Namibia. A trust registered under the laws regulating trusts in Namibia. A Partnership or a Joint Venture or similar arrangement in which Namibian Citizens own 51 percent equity.

Yours sincerely



MS. PETRA LISHO-MAYUMBELO
MANAGER: PROCUREMENT MANAGEMENT UNIT
NAMIBIA REVENUE AGENCY (NamRA)