



**Environmental Investment Fund
of Namibia** | ensuring sustainability

BIDDERS QUESTIONS WITH REPLIES/CLARIFICATIONS BY EIF

ADDENDUM 1:

PROCUREMENT REFERENCE: SC/RP/EIF-10/2025

DESCRIPTION: Provision of Consultancy Services for the Appointment of EIF's Panel of Engineering Firms for a Period of Three (3) Years

DATE: 06 March 2026

Question no.	Questions/Clarifications from Bidders	Answers/Clarification by EIF
1.	<ol style="list-style-type: none">1. A detailed list of mandatory documents to be submitted as part of the Expression of Interest.2. Whether professional registrations, statutory compliance certificates, and company registration documents are required at the EOI stage.3. Any specific formats, templates, or declaration forms that bidders are required to complete and submit.	<ol style="list-style-type: none">1. Refer to page 16 of the Bidding document, Technical Proposal Format and Content (2.5)2. This is not an expression of interest but rather a request for proposal and yes, those documents are required.3. Refer to page 41 of the bidding document, Section 4. Technical Proposal standard forms that need to be submitted, including the templates
2.	Kindly advise on the number of copies to be provided with the Original Proposal.	Please refer to Page 30, clause 4.3 which indicates the number of copies

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<p>3.</p>	<p>1. Eligibility – Previously Disadvantaged (PD) Ownership Requirement</p> <p>We note the Eligibility Evaluation requirement under Section 3 (Evaluation Criteria), Item 1.3, which includes the ownership threshold of “no less than 30% owned by previously disadvantaged persons” for entities incorporated in Namibia. Kindly confirm whether this PD% requirement is assessed:</p> <p>a) Only against the legal entity submitting the bid/proposal (the Bidder/Lead Consultant); or</p> <p>b) Also, against nominated sub-consultants/associates engaged through sub-consultancy agreements for specific services.</p> <p>2. Technical Evaluation – Use of Sub-Consultant / Associate Experience</p> <p>We note that the Technical Evaluation Criteria include “Specific experience of the Consultants relevant to the assignment” (20 points), including the requirement for verifiable documentary evidence and reference letters, and that TECH-2 requests experience for “your firm, and each associate for this assignment”.</p> <p>Kindly confirm whether, where the Bidder proposes sub-consultants/associates (without forming a JV), the corporate experience and reference letters of the nominated sub-consultants/associates may be:</p>	<p>1. A) Only against the legal entity submitting the bid/proposal.</p> <p>2. A) experience and reference letters of the nominated sub-consultants/associates will not be considered. B) Sub-consultants or associate firms must not be presented as key professional staff. The requirement is for named individuals (e.g., Civil Engineer – Mr. John Doe), and not the consulting firm (e.g., John Doe Consulting Engineering).</p>
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	<p>a) Submitted and counted toward meeting/scoring under the "Specific experience of the Consultants" criterion; and/or</p> <p>b) Considered only as part of key staff CVs, while the "Specific experience" criterion is assessed only on the Bidder's corporate experience.</p>	
<p>4.</p>	<p>According to your Bidding Data Sheet (Page 31), 4 personnel are required: 1) Project Leader/ Team Lead 2) Civil Engineer 3) Electrical Engineer 4) Project Administrator/ Admin Officer.</p> <p>However further on in the document on page 65, a note in red text has been added stating as follows: "In addition: All successful bidders are required to have an Agricultural Engineer on retainer, who must be available to provide services as needed throughout the duration of the contract." There is no other mention regarding an Agricultural Engineer specialist throughout the document nor are there mentions about this person's required qualifications.</p> <p>We seek clarity on whether we must to include such a specialist and their information in our submission together with the requested personnel or are they to be omitted at this stage of the bidding process? We look forward to your response.</p>	<p>They are to be omitted at this stage of the bidding process however, successful bidders are strongly required to have an Agricultural Engineer on retainer, who must be available to provide services as needed throughout the duration of the contract</p>

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Kind Regards



MR. ELVIS MUKAYA
EIF PROCUREMENT COMMITTEE CHAIRPERSON

9202/20/02
DATE

