



## Electoral Commission of Namibia

### INVITATION FOR BIDS

#### OPEN INTERNATIONAL BIDDING (OIB)

Purchaser:	Electoral Commission of Namibia
Country:	Namibia
Description of the Bid and Reference Number	Design and Printing of Ballot Papers for the 2024 Presidential and National Assembly Elections <b>BID NUMBER: NCS/OIB/28-01/2024/25</b>
Bid Price:	A non-refundable amount of N\$300.00 for each bid is payable at the Cashier, Ministry of Finance OR deposited into Account Number 65003, Bank of Namibia, Reference Number 28BIDDOCUMENT(INITIAL SURNAME OR COMPANY NAME)
Address for collection & Submission of Documents:	A set of complete documents with detailed specifications can be obtained from: Electoral Commission of Namibia – Procurement Management Unit (Office No:259, 2 <sup>nd</sup> Floor, 67-71 Van Rhijn Street, Windhoek North, Windhoek, upon producing a valid payment receipt issued by the Ministry of Finance or a Valid (EFT) proof of payment. The proof of payment can be emailed to <a href="mailto:hshoombe@ecn.na">hshoombe@ecn.na</a>
Briefing session	A compulsory online briefing session will be held on: Tuesday, 24 September 2024 @11h00. Further details on the virtual meeting can be obtained from Ms Zenia Klazen @ <a href="mailto:zklazen@ecn.na">zklazen@ecn.na</a>
Closing Date and Time:	Wednesday, 09 October 2024 @11H00
Opening of Bids:	Bids will be opened in the presence of the Bidder's representatives in attendance on Wednesday, 09 October 2024 @11H15 as specified in the bidding document: Electoral Commission of Namibia, Main Boardroom Second Floor, 67-71 Van Rhijn Street, Windhoek North, Windhoek.
General Enquiries:	ECN Procurement Management Unit, 061 376215
Technical Enquiries:	Ms Zenia Klazen 061 376201/ <a href="mailto:zklazen@ecn.na">zklazen@ecn.na</a>
Bid Clarifications:	All clarifications, clearly containing the bid reference number, should be sought within 14 days and must be addressed to <a href="mailto:hshoombe@ecn.na">hshoombe@ecn.na</a>