



PROCUREMENT MANAGEMENT UNIT

REQUEST FOR PROPOSALS

The National Commission on Research, Science and Technology (NCRST) is a Public Enterprise established by Act of Parliament - Research, Science and Technology Act (RST), Act No. 23 of 2004.

The NCRST hereby invites interested and suitably qualified Namibian firms, to submit bids for the following:

| PROCUREMENT REFERENCE | BID DESCRIPTION |
|-------------------------|--|
| NCS/RP/NCRST-03/2022-23 | Provision of Short-Term Insurance Management Services (Brokerage) for NCRST for three (3) years (36 months) |
| CS/RP/NCRST-04/2022-23 | Consultancy services for the review and finalization of existing draft Indigenous Knowledge Systems (IKS) Policy |

CONTACT PERSON:

All queries should be put in writing. Queries are to be addressed to:

Ms. Kaovisa Tjozongoro

Procurement Management Unit (PMU)

Email: pmu@ncrst.na / Tel: 061 431 7000

BIDDING DOCUMENTS:

Bidding documents will be available as from 11 July 2022, both electronically and in print, Document fee: *Free*

BRIEFING/INFORMATION SHARING SESSION:

Briefing meetings will be held online (via MS Teams):

NCS/RF/NCRST-03/2022-23 on 21 July 2022 at 10:00 AM; CS/RF/NCRST-04/2022-23 on 22 July 2022 at 10:00 AM

DEADLINE FOR SUBMISSION OF BIDS:

On or before 12 August 2022 at 12:00 noon

Bid box, NCRST Head Office at 1021 Corner of Grant Webster & Louis Raymond Street, Olympia, Windhoek.

BID OPENING:

12 August 2022 at 12:15 pm, NCRST Boardroom