



NAMIBIA TRAINING AUTHORITY

## AMENDMENT NUMBER 1 TO THE BID DOCUMENTS

Amendment Date: 20 March 2024

Procurement Ref No: SC/RP/NTA-01/2024

Provision of Consultancy for the Professional, Technical Support Services to Verify, Determine and Reconcile all NTA Assets Physically and Update the Fixed Asset Register.

This Amendment shall be considered part of the bid documents for the above-mentioned project as though it had been issued at the same time and shall be incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original bid documents, this Amendment shall govern and take precedence. Bidders must sign the amendment and submit it with their bids.

Except as described below, the original bid document remains unchanged. The bid documents are modified, as follows:

### 1. Technical Evaluation Score- Criterion 2 (Page 28 of Bidding Document)

#### Initial Bidding Document

The Criterion in the bidding Document reads “A minimum of 3 signed reference letters on clients’ letterhead (not older than eight (8) years).”

TECHNICAL EVALUATION (100 SCORE)					
	Criteria	Scoring guide	Score	Max Score	Allocated Score
2.	A minimum of 3 signed reference letters on clients’ letterhead (not older than eight (8) years)	Less than 2 reference letters	0	20	
		2-3 reference letters	10		
		More than 3 reference letters	20		

**Amended Bidding Document**

The Criterion has changed to “A minimum of 3 signed reference letters from reputable corporate clients in the last 3 years in Namibia on clients’ letterhead (not older than eight (8) years).”

<b>TECHNICAL EVALUATION (100 SCORE)</b>					
	<b>Criteria</b>	<b>Scoring guide</b>	<b>Score</b>	<b>Max Score</b>	<b>Allocated Score</b>
2.	A minimum of 3 signed reference letters from reputable corporate clients in the last 3 years in Namibia on clients’ letterhead (not older than eight (8) years)	Less than 2 reference letters	0	20	
		2-3 reference letters	10		
		More than 3 reference letters	20		

**2. Annexures added to the Bidding Document**

- Annexure 1: NTA Fixed Asset Register
- Annexure 2: GP upload Template
- Annexure 3: Calendar for the Vocational Training Centre's

**3. The Bid Submission Date-Instructions to Consultants 4.5** (Page 26 of Bidding document)

The submission date has been changed from **25 March 2024** to **11 April 2024, at 11H00 (AM)**



Mr. Richard Ndjahera  
 Manager: Procurement Management Unit

Bidder Must Acknowledge This Amendment by Signing Below and attach the Signed Amendment to the Bid Letter:

Name of Bidder: \_\_\_\_\_

Contact Person \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_