



## REQUEST FOR QUOTATION

---

Inspection and servicing of fire extinguishers across all concrete tower sites in the Khomas, Hardap and Karas Regions

---

Procurement Reference No: W/RFQ/PCoo17/2026

Name of Bidder		
E-mail Address		
Postal Address		
Contact Phone Number	Work:	Mobile:
Bid price (N\$ - Incl. VAT)		

Due Date: 16 June 2026

PowerCom (Pty) Ltd  
140 NPTH Building no.4, Julius K. Nyerere Street  
Southern Industrial Area  
P.O. Box 40799 Windhoek  
Tel: +264 (61) 201 2090  
Fax2mail: +264 (61) 88 655 898  
tenders@powercom.na  
www.powercom.na

## Letter of Invitation

06 June 2026

Dear Prospective Bidders,

*Request for Quotations for the Inspection and servicing of fire extinguishers across all concrete tower sites in the Khomas, Hardap and Karas Regions.*

PowerCom (Pty) Ltd invites you to submit your best quote for the works described in detail in the Specifications and Bill of Quantities attached in the document.

Queries, if any, should be addressed to the Procurement Office and emailed to tenders@powercom.na, Tel: +264 61 201 2090.

Please prepare and submit your quotation in accordance with the instructions given or inform the undersigned if you will not be submitting a quotation.

Sincerely,

Edwina Garises

Procurement Management Unit

## SECTION I: INSTRUCTIONS TO BIDDERS

### 1. Rights of Public Entity

*PowerCom (Pty) Ltd* reserves the right:

- (a) to split the contract as per the lowest evaluated cost per lot; and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

### 2. Preparation of Quotations

You are requested to quote for the works mentioned in Section III, by completing, signing and returning:

- (a) the Quotation Letter in Section II with its annex for Bid Securing Declaration, where applicable;
- (b) the Priced Activity Schedule in Section IV;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) the bidding document must bound, including all attachments and no loose papers will be accepted.
- (e) any other attachment as deemed appropriate.

You are advised to carefully read the complete Request for Quotations document, including the Special Conditions of Contract in Section VII, before preparing your Quotation. The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction.

### 3. Validity of Quotations

The quotation validity period shall be **180 days** from the date of bid submission deadline.

### 4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should:

- (a) have a valid certified copy company Registration Certificate including beneficial ownership;
- (b) have an original valid or certified copy good Standing Tax Certificate;
- (c) have an original valid or certified copy good Standing Social Security Certificate;
- (d) have a valid certified copy of Affirmative Action Compliance Certificate, proof from Employment Equity Commissioner that bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998;
- (e) An undertaking on the part of the Bidder that the salaries and wages payable to its personnel in respect of this proposal are compliant to the relevant laws, Remuneration

Order, and Award, where applicable and that it will abide to sub-clause 4.6 of the General conditions of Contract if it is awarded the contract or part thereof; and;

- (f) Submit signed Bid-securing Declaration.
- (g) Submit signed Price activity Schedule.
- (h) Completed and signed Section VI: Specifications and Compliance Sheet
- (i) The quotation validity period shall be **180 days** from the date of bid submission deadline
- (j) Submit a written Special Power of Attorney signed off by all members/directors of the company that authorizes the individual to sign on behalf and for the bidder. The individual should be granted a special power of attorney to initial and sign the standard bidding document for the purposes of procurement process (*Completion of Form 1 - Special Power of Attorney – Annexure A*). *This requirement is not applicable to sole traders or companies with one director.*
- (k) Submit Curriculum Vitae (CVs) and certified copies of Qualifications for employees dedicated to this project - Site Agent, General Foreman, Riggers, Health, Safety and Environment Officer, and Namibian Civil Engineering Graduate/Artisan Trainee. (One person to occupy each position). (Completion of Form 2 - Curriculum Vitae - Annexure A).
- (l) Submit a certified declaration list and proof of ownership and/or Letter of Intent to hire plant and equipment to be used on the works including but not limited to a Concrete Mixer, Poker Vibrator, Gin Pole with minimum load capacity of 300kg tons, Plate Compactor, and 4 x 4 pick-up.
- (m) Submit a preliminary program of works encompassing all aspects of the works in a form of a Gantt chart.
- (n) Submit a Letter of intent from a Financial Institution (NAMFISA Registered) to provide performance guarantee. The guaranteed amount should be equivalent to or above 10% of bid offer amount.
- (o) not have 2 or more ongoing PowerCom projects (projects are deemed completed upon issuance of practical completion certificate)
- (p) Contractor must submit proof of previous work in the form of completion certificates or reference letters that they have constructed at least two (2) 80m guyed lattice towers. Contractors must submit at least two (2) completion certificates or reference letters from traceable references.

(q) have not abandoned work/projects of PowerCom.

(r) Only one contract shall be awarded to any single bidder across the advertised bids.

## 5. Bid Security/Bid Securing Declaration

Bidders are required to submit a *Bid Securing Declaration* for this procurement process.

## 6. Works Completion Period

The completion period for works shall be fifty (50) working days after site handover. Deviation in completion period shall be considered only if such deviation is reasonable.

## 7. Briefing meeting

A briefing meeting is scheduled for 12<sup>th</sup> June 2026 at 10H00.

The Briefing online meeting will provide potential bidders with firsthand knowledge of the project location, existing conditions, and any site-specific requirements that may impact the bidding process.

## 8. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked with the Procurement Reference Number, addressed to the Public Entity with the Bidder's name at the back of the envelope.

## 9. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at PowerCom (Pty) Ltd Head Office: 140 NPTH Building no.4, Julius K. Nyerere Street, Southern Industrial Area, not later than 11 June 2026 **at 15:00**.

Quotations by post or hand delivered should reach the above address by the same date and time at latest. Late quotations will be rejected.

Quotations received by e-mail will **not** be considered.

## 10. Opening of Quotations

Bids will be opened internally by PowerCom and will be shared within three (3) working days from the opening via email. The Bid Opening will include a record of bidder's name, bid amount and the submission or non-submission of a Bid Security/Bid Securing Declaration.

## 11. Evaluation of Quotations

The PowerCom shall have the right to request for clarifications in writing during evaluation.

This Section complements the Instructions to Bidders. It contains the criteria that the PowerCom will use to evaluate a bid and determine whether a Bidder has the required

qualifications. No other criteria but the one indicated here shall be used during evaluation.

## 12. Evaluation Methodology

Evaluation will be conducted by an ad hoc Bid Evaluation Committee (BEC) in accordance to the following criteria as stated in the three phases below;

### 12.1 Phase 1: Mandatory Documents

The eligibility criteria will be assessed on a “Yes or No or N/A” basis. All bidders that pass with “Yes” in all the required documents and not applicable at relevant requirements as stated in table 1, will proceed to the next phase.

Table 1: Mandatory Requirements

Qualification information is listed under Clause 4, as well as the relevant sections of the Bidding Document.

No.	Document Description	Yes/No or N/A
1	A valid certified copy of an original document of a Company <b>registration Certificate or Registration of defensive name if applicable</b> (certified copies) including Beneficial Ownership, as certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended.	
2	<b>Bidders must submit proof of Identity Documents / Passports of all owners/directors of the Company as certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended. This includes identity documents of all joint venture/consortium partners.</b>	
3	The bidding company must be at least 51% Namibian owned, proof of Identity Documents / Passports as certified by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended.	
4	A valid original Good Standing Tax Certificate or a certified copy by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended.	
5	A valid original Good Standing Social Security Certificate or a certified copy by a Commissioner of Oath appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended.	
6	Affirmative Action Compliance Certificate or in its absence, proof from the Employment Equity Commissioner that the Bidder is not a relevant employer, or exemption issued in terms of Section 42 of the Affirmative Action Act, 1998 and it should be certified by a Commissioner of Oath	

	appointed in terms of the Justice of the Peace and Commissioner of Oaths Act, 1963 (Act No. 16 of 1963) as amended.	
7	Duly completed, initialled and signed Joint Venture Agreement (if applicable)	
8	A duly completed and signed Quotation Letter	
9	A duly completed and signed Bid Securing Declaration Form	
10	A duly completed and signed price activity schedule	
11	Bill of Quantities (completed 100%), initialled and signed/stamped	
12	A Preliminary program of works	
13	Completed and signed Section VI: Specifications and Compliance Sheet	
14	Submit a written Special Power of Attorney signed off by all members/directors of the company that authorizes the individual to sign on behalf and for the bidder. The individual should be granted a special power of attorney to initial and sign the standard bidding document for the purposes of procurement process (Completion of Form 1 -Special Power of Attorney – Annexure A). This requirement is not applicable to sole traders or companies with one director	
15	Submit Curriculum Vitae (CVs) and certified copies of Qualifications for employees dedicated to this project - Site Agent, General Foreman, Riggers, Health, Safety and Environment Officer, and Namibian Civil Engineering Graduate/Artisan Trainee. (One person to occupy each position). ( <i>Completion of Form 2 - Curriculum Vitae - Annexure A</i> ).	
16	List and proof of ownership and/or Letter of Intent to hire plant and equipment to be used on the works	
17	Letter of intent from a Financial Institution to provide performance guarantee.	
18	Bidder does not have two (2) or more ongoing PowerCom projects (Projects are deemed completed upon issuance of practical completion certificate)	
19	Bidder has not previously abandoned site/work	

Bidder's that do not comply with the stipulated requirements will be deemed non-responsive, therefore disqualified and excluded from further evaluation and comparison.

## 12.2 Phase 2: Technical Evaluation

Bidders will be assessed against the technical evaluation criteria as stated in table 2 as per the weights stated therein. The total technical evaluation is out of 100 marks. For a bidder to proceed to the next phase (phase 3 – financial evaluation), the bidder must score 80 marks and above. Bidders who fail to achieve the required minimum score of 80 will be deemed as “technically non-responsive”. Such bidders will be excluded from being considered for further evaluation.

Criteria	Requirement	Evidence Required	Mandatory Yes/No
Compliance with Standards	Service provider must comply with SANS 1475, SANS 10105, SANS 1910 and applicable OH&S regulations	Valid compliance declaration	
Regulatory Compliance	Compliance with Occupational Health & Safety legislation and Pressure Equipment Regulations	Signed compliance statement	
Competent Personnel	Technicians must be qualified and authorized to inspect and service extinguishers	Technician certifications/cards	
Service Capability	Capability to inspect, recharge, pressure test and certify all extinguisher types	Workshop capability profile	
National Coverage	Ability to service all concrete tower sites across Namibia	Operational plan and branch network	
Emergency Response	Availability for emergency call-outs and replacement units	SLA proposal	
Calibration	All testing equipment must be calibrated	Calibration certificates	
Insurance	Public liability and worker compensation insurance	Valid insurance certificates	
Health & Safety	Contractor HSE plan and risk assessments	HSE file	

12.3 Technical Compliance Requirements (Mandatory)

Table 2: Technical Weight Scoring

No.	Relevant experience of the company related to the assignment	Number of projects successfully executed by Bidder	Relevant experience of the company related to the assignment	Scores	Highest Score
1	Relevant Experience: Proof of experience in the form of reference letters from contactable clients or substantial completion certificates	Company must submit proof of previous work in the form of completion certificates or reference letters from traceable references.	No Reference Letters/ Completion Certificates	0	30
			One (1) Reference Letter/ Completion Certificate	20	
			Two (2) or more Reference Letters/ Completion Certificates	30	
	Relevant experience of the company related to the assignment	Experience of Key personnel clearly indicating responsibilities	Experience, qualifications, and registration	Scores	Total
2	Key personnel (Necessary staff with adequate qualifications, capability, and experience to undertake the assignment) Note all copies of attached qualifications to CV, are to be certified by a Commissioner of Oath.	Certified fire extinguisher technicians at least Five (5) years of experience		45	70
		Safety training (HSE) at least Five (5) years of experience		15	
		Supervisor qualifications Valid reference letter		6	
		Number of available technicians at least three (3) years of experience		4	
<b>Total</b>					<b>100</b>

Failure to submit all above-mentioned documents and references, the bidder shall be deemed non-compliant, therefore disqualified and excluded from further evaluation and comparison.

12.4 Phase 3: Financial Proposal

- (1) Only bids that are technically compliant will be considered for Financial Evaluation.
- (2) Bids will be corrected for Arithmetic errors.

(3) Ranking will be done to obtain the lowest responsive bid price.

#### 12.4.1 Calculation of the Bidder Index:

The Bids will be evaluated according to the following Evaluation Criteria:

A mean / average price criterion based on the bidders that have passed the technical evaluation with a score of 80% which will be factored into Powercom's estimated value of works to determine an average price that is scored within a 10% below or above margin of variance.

<p style="text-align: center;"><b>The Standard Benchmark Price is computed as follows:</b></p> <p style="text-align: center;">A = Employer's Market Related Estimate B = <math>\frac{BP_1 + BP_2 + BP_3 + BP_4 + BP_5 + BP_n}{\text{Number of bids}}</math></p> <p style="text-align: center;">Where; BP – Bidder price <b>Mean Benchmark Price = <math>\frac{A+B}{2}</math></b></p>
--

Bid prices within the budget variance threshold of 10% below or above will not proceed to the next financial evaluation criteria.

#### 12.4.2 Financial Scoring

Phase two of the financial evaluation criteria, the lowest bid price will be used as the base to calculate the scoring (20%)

The evaluation process assesses the **financial offers** submitted by responsive bidders. The objective of this phase is to allocate a maximum of **20 points** based on price competitiveness.

The **lowest evaluated bid price** shall be used as the **base price** against which all other bid prices will be compared.

##### Formula for Financial Scoring

The financial score for each bidder will be calculated using the following formula:

$$\text{Financial Score} = \left( \frac{\text{Lowest Evaluated Bid Price}}{\text{Bidder's Evaluated Bid Price}} \right) \times 20$$

Where:

- **Lowest Evaluated Bid Price** = the lowest price among all responsive and compliant bids.
- **Bidder's Evaluated Bid Price** = the price of the specific bidder being evaluated.
- **20** = the maximum points allocated for the financial evaluation.

##### Application of the Formula

- The bidder with the **lowest evaluated bid price** will score the **full 20 points**.

- All other bidders will receive a **proportionally lower score**, relative to how much higher their bid price is compared to the lowest bid.
  - Financial scores will be rounded off to two decimal places, where applicable.
- (4) Finally, the technical (80%) and financial (20%) evaluation criteria will be added to then **determine** the successful bidder

### **Prices and Currency of Payment**

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties. The whole cost of performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

No pricing of items in the form of front loading will be allowed, items are to be costed based on a valid and realistic pricing cost analysis [Preliminaries & General not to exceed 10% of PowerCom's Estimate] and [Other items not to exceed 100% of PowerCom's Estimate]. Powercom (Pty) Ltd reserves the right to request a cost breakdown from a contractor on any priced items in the standard bidding document (Bills of Quantities) at any time to determine the market related admissibility of the prices submitted by the contractor.

**Bidders are strictly prohibited from engaging in price collusion, including but not limited to any agreement, or understanding—whether formal or informal—with other bidders to fix, influence, or manipulate bid prices or any other material terms of the bid.**

These include:

- Identical or near-identical pricing structures (same totals, same unit rates, same errors)
- Same handwriting, formatting, fonts, or calculation mistakes
- Sequential pricing differences (e.g. prices differ by exactly the same margin)
- Shared IP addresses, email domains, or submission metadata
- Common directors, shareholders, employees, or representatives
- Bid rotation patterns across sites or clusters
- Unusual subcontracting or withdrawal patterns after award

**All scenarios related to the above will lead to disqualification.**

### **13. Prices and Currency of Payment**

Prices for the execution of works shall be fixed in Namibian Dollars as quoted.

Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the works, and shall include all duties. The whole cost of

performing the works shall be included in the items stated, and the cost of any incidental works shall be deemed to be included in the prices quoted.

**14. Margin of Preference**

14.1. Not applicable

**15. Award of Contract**

The Bidder having submitted the lowest evaluated responsive quotation with the price margin and qualified to perform the works shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order/Letter of Acceptance in accordance with terms and conditions contained in Section VI: Contract Agreement and General Conditions of Contract.

**16. Notification of Award and Debriefing**

PowerCom shall after award of contract promptly inform all unsuccessful bidders in writing of the name of the successful bidder and the contract amount. Furthermore, PowerCom shall attend to all requests for debriefing made in writing within 7 days of the unsuccessful bidders being informed of the award.

## SECTION II: QUOTATION LETTER

(to be completed by Bidders)

*[Complete this form with all the requested details and submit it as the first page of your quotation with the Priced Activity Schedule and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. If your quotation is not authorised, it will be rejected]*

Quotation addressed to: <i>[ name of Public Entity]</i>	
Procurement Reference Number:	
Subject matter of Procurement:	

We offer to execute the Works detailed in the Statement of Requirements, in accordance with the terms and conditions stated in your Request for Sealed Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instructions to Bidders

We undertake to abide by the Conduct of Bidders and Suppliers as provided under the Public Procurement Act during the procurement process and the execution of any resulting contract.

We have read and understood the content of the Bid Security/Bid Securing Declaration (BSD) attached hereto and subscribe fully to the terms and conditions contained therein. We further understand that this subscription could lead *[forfeiture of the security amount / disqualification on the grounds mentioned in the BDS]*

The validity period of our Quotation is \_\_\_\_\_ days *[insert number of days]* from the date of the bid submission deadline.

We confirm that the prices quoted in the Priced Activity Schedule are fixed and firm and will not be subject to revision or variation if we are awarded the contract **prior to the expiry** date of the quotation validity.

Works will commence within 7 days from date of handing over of site.

Works will be completed within 50 working days from date of project commencement.

### Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./E-mail	

Appendix to Quotation Letter

**BID SECURING DECLARATION**  
(Section 45 of Act)  
(Regulation 37(1) (b) and 37(5))

Date: *[Day | month | year]*

Procurement Ref No.: .....

To: .....*[insert complete name of PowerCom and address]*.....

I/We\* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We\* accept that under section 45 of the Act, I/we\* may be suspended or disqualified in the event of

- i. a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;
- ii. refusal by a bidder to accept a correction of an error appearing on the face of a bid;
- iii. failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We\* be successful bidder; or
- iv. failure to provide security for the performance of the procurement contract if required to do so by the bidding document.

I/We\* understand this bid securing declaration ceases to be valid if I am/We are\* not the successful Bidder.

Signed: .....  
*[insert signature of person whose name and capacity are shown]*

Capacity of:  
*[indicate legal capacity of person(s) signing the Bid Securing Declaration]*

Name: .....  
*[insert complete name of person signing the Bid Securing Declaration]*

Duly authorized to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_  
*[insert date of signing]*

Corporate Seal (where appropriate)

*[Note\*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]*

*\*delete if not applicable / appropriate*



Republic Of Namibia

Ministry of Labour, Industrial Relations and Employment Creation

Witten undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:.....

Registration Number :.....

Vat Number: .....

Industry/Sector: .....

Place of Business:.....

Physical Address:.....

Tell No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

Full name of Owner/Accounting Officer:.....

.....

Email Address:.....

2. PROCUREMENT DETAILS

Procurement Reference No.:.....

Procurement Description: .....

.....

.....

Anticipated Contract Duration: .....

Location where work will be done, good/services will be delivered: .....  
.....

### 3. UNDERTAKING

I .....[insert full name], owner/representative

of .....[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature: .....

Date: .....

Seal:.....

*Please take note:*

1. *A labour inspector may conduct unannounced inspections to assess the level of compliance*
2. *This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.*

## SECTION III: STATEMENT OF REQUIREMENTS

### A. SCOPE OF WORKS, SPECIFICATIONS AND PERFORMANCE REQUIREMENTS FIRE EXTINGUISHER REPLACEMENT

#### **Purpose**

This Scope of Works outlines the requirements for the inspection, and servicing of fire extinguishers across all concrete tower sites in the Khomas, Hardap and Karas Regions.

#### **Scope Summary**

##### ***External Inspection & Verification***

- **Visual Check:** Inspect the cylinder for rust, corrosion, dents, or signs of tampering.
- **Accessibility:** Confirm the extinguisher is in its designated location, visible, and has clear access.
- **Labels:** Ensure operating instructions and safety labels are legible and face outward.

##### ***Physical Component Testing***

- **Pressure Gauge:** Verify the needle is in the "Green" zone. Technicians may use a gauge tester to ensure the needle is not stuck.
- **Hose & Nozzle:** Remove and inspect the discharge hose for cracks, blockages, or "O-ring" wear. Blow air through the hose to ensure it is clear.
- **Safety Pin & Seal:** Check that the safety pin is present and the tamper seal (zip tie) is intact. These are replaced during the service.
- **Weight Verification:** Weigh the extinguisher to ensure the contents match the "full" weight indicated on the cylinder.

##### ***Internal & Agent Maintenance***

- **Powder Fluidity ("Agitation"):** Invert the extinguisher and shake it to ensure the powder flows freely and has not "caked" (hardened) at the bottom.
- **Internal Check (Optional/Specific):** For cartridge-operated units, the CO<sub>2</sub> cartridge is removed and weighed. If it has lost >10% mass, it must be replaced.
- **Reconditioning:** If the unit is due for its 5-yearly **Hydrostatic Pressure Test**, the powder is removed, the cylinder is pressure-tested with water, dried, and refilled with fresh powder.

##### ***Certification & Documentation***

- **Service Label:** Affix a new service label to the cylinder. This must include:
  - The technician's name and **relevant registration number**.
  - The date of the current service.
  - The next service due date.

## Site requirements

### ***Rehoboth M/W***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small (9 kg)	Service as per scope
Ground Floor	1	Large (20 kg)	Service as per scope
1st Floor	1	Small (9 kg)	Service as per scope
2nd Floor	1	Small (9 kg)	Service as per scope
6th Floor (Equipment Room)	1	Small (9 kg)	Service as per scope
Motor Room	1	Small (9 kg)	Service as per scope

### ***Tsumis Park***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
6th Floor (Equipment Room)	1	Small-Slim (5 kg)	Service as per scope
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Kalkrand M/W***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
6th Floor (Equipment Room)	1	Small-Slim (5 kg)	Service as per scope
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Hardap M/W***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small (9 kg)	Service as per scope
4th Floor	1	Small (9 kg)	Service as per scope
5th Floor	1	Small (9 kg)	Service as per scope
Motor Room	1	Small (9 kg)	Service as per scope

### ***Narib***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
11th Floor (Equipment Room)	1	Small (9 kg)	Service as per scope
Motor Room	1	Small (9 kg)	Service as per scope

### ***Die Kalk***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small (9 kg)	Service as per scope
1st Floor	1	Small (9 kg)	Service as per scope
5th Floor (Equipment Room)	1	Small-Slim (5 kg)	Service as per scope
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Gibeon Tower***

Location / Floor	Qty	Type	Required Action
Ground Floor	2	Small (9 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
6th Floor	1	Small (9 kg)	Service as per scope
Motor Room	1	Small (9 kg)	Supply & Install (none present)

### ***Asab***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
5th Floor (Equipment Room)	1	Small (9 kg)	Service as per scope
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Brukkaros***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
4th Floor	1	Small-Slim (5 kg)	Service as per scope

(Equipment Room)			
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Gariganus***

Location / Floor	Qty	Type	Required Action
Ground Floor	1	Small-Slim (5 kg)	Service as per scope
1st Floor	1	Small-Slim (5 kg)	Service as per scope
12th Floor (Equipment Room)	1	Small-Slim (5 kg)	Service as per scope
Motor Room	1	Small-Slim (5 kg)	Service as per scope

### ***Gross Hertzog***

Location / Floor	Qty	Type	Required Action
Ground Floor	2	17.7 lbs. & 50 lbs.	Service as per scope
8 <sup>th</sup> Floor	3	17.4+ lbs., 17.68 lbs. & 50 lbs.	Service as per scope
Motor Room	1	17.4 lbs.	Service as per scope

## **Site Keys**

- Site keys to be collected at the following offices:
  - Rehoboth TN Office: Rehoboth M/W, Tsumis Park
  - Kalkrand Police Station: Kalkrand M/W.
  - Mariental TN Office: Hardap M/W, Narib, Die Kalk, Gibeon, Asab
  - Keetmanshop TN Office: Brukkaros, Gariganus
  - Telecom Namibia NOC: Gross Hertzog

## **Location**

Site Name	Closest Town	Distance (km)
Rehoboth M/W	Rehoboth	6 km
Tsumis Park	Rehoboth	42 km
Kalkrand M/W	Kalkrand	18.7 km
Hardap M/W	Mariental	21 km
Narib	Mariental	53 km
Die Kalk	Mariental	36 km
Gibeon	Mariental	70 km

Asab	Mariental	102 km
Brukkaros	Keetmanshop	97 km
Gariganus	Keetmanshop	27 km
Gross Hertzog	Windhoek	18.7 km