



EXECUTIVE SUMMARY OF BID EVALUATION REPORT

EXPRESSION OF INTEREST FOR THE PROVISION OF INTERNATIONAL TRAVEL MANAGEMENT SERVICES FOR A THREE (3) YEAR PERIOD

NCS/EOI/NPWR-01/2025

1. Scope of Contract:	EXPRESSION OF INTEREST FOR THE PROVISION OF INTERNATIONAL TRAVEL MANAGEMENT SERVICES FOR A THREE (3) YEAR PERIOD		
2. Procurement Method used:	Open National Bidding		
3. Date of invitation of Bids	4 October 2024		
4. Closing date for submission of bids	13 December 2024		
5. Date and place of opening of bids	13 December 2024 NamPower Head Office		
6. Number of bids received by closing date:	10		
7. Responsiveness of bids:			
BIDDER'S NAME	PRICING AT FINANCIAL BID OPENING N\$	RESPONSIVE OR NOT RESPONSIVE (YES/NO)	REASONS WHY THE BID IS NOT RESPONSIVE
KAOKO TRAVEL AND TOURS CC	Various rates	YES	
SATGURU TRAVEL AND TOURS (PTY) LTD	-	NO	<ul style="list-style-type: none"> The bidder did not submit a declaration in respect of exclusive preferences. The bidder submitted a lease agreement that was not certified by a Commissioner of Oaths. The bidder submitted a company registration certificate, but the CM forms were not certified by a Commissioner of Oaths. The bidder submitted a bank statement on the company letterhead instead of a bank confirmation letter. The proof of membership from the Namibia Tourism Board submitted is not certified by a Commissioner of Oaths. The bidder only submitted a telephone account as proof of the availability of communication facilities.



TRAVEL HUB CC	Various rates	YES	
BLUE BERRY TRAVEL CC	Various rates	YES	
WILD DESERT TRAVEL AND SAFARI CC	Various rates	YES	
TRIP (PTY) LTD	Various rates	YES	
RENNIES TRAVEL NAMIBIA (PTY) LTD	N/A	NO	<ul style="list-style-type: none"> The bidder submitted a lease agreement which is not signed by the landlord.
ELITE TRAVEL PLANNERS CC	N/A	NO	<ul style="list-style-type: none"> The bidder submitted a bank confirmation letter that does not reflect the value of a minimum of N\$1,5 million funding or credit facility. The bidder did not submit proof of the availability of communication facilities.
ETHITHYA TRAVEL AND TOURS CC	N/A	NO	<ul style="list-style-type: none"> The bidder only submitted a telephone account as proof of the availability of communication facilities.
SEASONS TRAVEL AND TOURS NAMIBIA CC	Various rates	YES	

A. Price comparison for bids that are substantially responsive:

1. WILD DESERT TRAVEL AND SAFARI CC

OPTION 1: PRICE SCHEDULE (RATES) – PER BOOKING

TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	0	0	0
Economy class	0	0	0
Air ticket re-issue	50.00	50.00	50.00



Air ticket Change of reservation	0	0	0
Air ticket Bill back fee	0	0	0
Air ticket Cancellation	0	0	0
ACCOMMODATION			
Reservation fees	50.00	50.00	50.00
Change of reservation	0	0	0
Bill back fee	0	0	0
Cancellation fee	0	0	0
CAR HIRE			
Reservation fees	0	0	0
Change of reservation fees	0	0	0
Bill back fee	0	0	0
Cancellation fee	0	0	0
TRANSFERS			
Reservation fee	0	0	0
Bill back fee	0	0	0
Change of reservation fee	0	0	0
Shuttle	0	0	0
OTHER SERVICES			
Visa application and management	150.00	150.00	150.00
Traveller's Insurance Cover with NamPower's Insurance Broker	40.00	40.00	40.00
Conference bookings	0	0	0
Charter flight	0	0	0
Emergency after hours assistance	0	0	0
Ad – hoc reports	0	0	0

2. BLUE BERRY TRAVEL CC

TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	100.00	100.00	100.00
Economy class	100.00	100.00	100.00
Air ticket re-issue	43.47	43.47	43.47
Air ticket Change of reservation	0	0	0
Air ticket Bill back fee	0	0	0
Air ticket Cancellation	0	0	0
ACCOMMODATION			
Reservation fees	100.00	100.00	100.00
Change of reservation	0	0	0
Bill back fee	0	0	0
Cancellation fee	0	0	0
CAR HIRE			
Reservation fees	100.00	100.00	100.00
Change of reservation fees	0	0	0
Bill back fee	0	0	0
Cancellation fee	0	0	0
TRANSFERS			
Reservation fee	43.47	43.47	43.47
Bill back fee	0	0	0
Change of reservation fee	0	0	0
Shuttle	43.47	43.47	43.47
OTHER SERVICES			
Visa application and management	100.00	100.00	100.00
Traveller's Insurance Cover with NamPower's Insurance Broker	43.47	43.47	43.47
Conference bookings	200.00	200.00	200.00



Charter flight	500.00	500.00	500.00
Emergency after hours assistance	0	0	0
Ad – hoc reports	0	0	0

3. TRIP TRAVEL (PTY) LTD

TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	1,100.00	1,100.00	1,100.00
	850.00	850.00	850.00
Economy class	800.00	800.00	800.00
	600.00	600.00	600.00
Air ticket re-issue	150.00	150.00	150.00
Air ticket Change of reservation	0	0	0
Air ticket Bill back fee	0	0	0
Air ticket Cancellation	250.00	250.00	250.00
ACCOMMODATION			
Reservation fees	0	0	0
Change of reservation	0	0	0
Bill back fee	130.44	130.44	130.44
Cancellation fee	0	0	0
CAR HIRE			
Reservation fees	0	0	0
Change of reservation fees	0	0	0
Bill back fee	130.44	130.44	130.44
Cancellation fee	0	0	0
TRANSFERS			
Reservation fee	0	0	0
Bill back fee	130.44	130.44	130.44



Change of reservation fee	0	0	0
Shuttle	0	0	0
OTHER SERVICES			
Visa application and management	347.83	347.83	347.83
Traveller's Insurance Cover with NamPower's Insurance Broker	42.50	42.50	42.50
Conference bookings	1,100.00	1,100.00	1,100.00
Charter flight	550.00	550.00	550.00
Emergency after hours assistance	0	0	0
Ad – hoc reports	0	0	0

4. KAOKO TRAVEL & TOURS CC

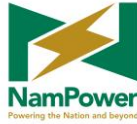
TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	150.00	180.00	200.00
Economy class	130.00	150.00	180.00
Air ticket re-issue	250.00	250.00	250.00
Air ticket Change of reservation	0	0	0
Air ticket Bill back fee	0	0	0
Air ticket Cancellation	200.00	200.00	200.00
ACCOMMODATION			
Reservation fees	100.00	120.00	140.00
Change of reservation	0	0	0
Bill back fee	0	0	0
Cancellation fee	130.00	130	130.00
CAR HIRE			
Reservation fees	100.00	100.00	100.00
Change of reservation fees	0	0	0
Bill back fee	0	0	0



Cancellation fee	0	0	0
TRANSFERS			
Reservation fee	120.00	130.00	140.00
Bill back fee	0	0	0
Change of reservation fee	0	0	0
Shuttle	130.00	130.00	140.00
OTHER SERVICES			
Visa application and management	350.00	350.00	350.00
Traveller's Insurance Cover with NamPower's Insurance Broker	80.00	80.00	80.00
Conference bookings	200.00	210.00	220.00
Charter flight	350.00	350.00	350.00
Emergency after hours assistance	0	0	0
Ad – hoc reports	0	0	0

5. SEASONS TRAVEL AND TOURS

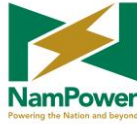
TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	5,000.00	5,000.00	5,000.00
Economy class	2,000.00	2,000.00	2,000.00
Air ticket re-issue	600.00	600.00	600.00
Air ticket Change of reservation	0	0	0
Air ticket Bill back fee	0	0	0
Air ticket Cancellation	0	0	0
ACCOMMODATION			
Reservation fees	800.00	800.00	800.00
Change of reservation	0	0	0
Bill back fee	200.00	200.00	200.00
Cancellation fee	0	0	0



CAR HIRE			
Reservation fees	350.00	350.00	350.00
Change of reservation fees	0	0	0
Bill back fee	150.00	150.00	150.00
Cancellation fee	0	0	0
TRANSFERS			
Reservation fee	250.00	250.00	250.00
Bill back fee	150.00	150.00	150.00
Change of reservation fee	0	0	0
Shuttle	250.00	250.00	250.00
OTHER SERVICES			
Visa application and management	1,500.00	1500,00	1500,00
Traveller's Insurance Cover with NamPower's Insurance Broker	0	0	0
Conference bookings	250.00	250.00	250.00
Charter flight	500.00	500.00	500.00
Emergency after hours assistance	0	0	0
Ad – hoc reports	0	0	0

6. TRAVEL HUB CC

TYPE OF SERVICES	RATE N\$ (Exclusive of VAT) per Booking		
	Year 1	Year 2	Year 3
AIRLINES			
Air ticket flight (Regional and International)			
Business class	800.00	800.00	800.00
Economy class	800.00	800.00	800.00
Air ticket re-issue	500.00	500.00	500.00
Air ticket Change of reservation	500.00	500.00	500.00
Air ticket Bill back fee	800.00	800.00	800.00
Air ticket Cancellation	800.00	800.00	800.00
ACCOMMODATION			



Reservation fees	500.00	500.00	500.00
Change of reservation	250.00	250.00	250.00
Bill back fee	500.00	500.00	500.00
Cancellation fee	200.00	200.00	200.00
CAR HIRE			
Reservation fees	500.00	500.00	500.00
Change of reservation fees	250.00	250.00	250.00
Bill back fee	500.00	500.00	500.00
Cancellation fee	200.00	200.00	200.00
TRANSFERS			
Reservation fee	200.00	200.00	200.00
Bill back fee	200.00	200.00	200.00
Change of reservation fee	150.00	150.00	150.00
Shuttle	200.00	200.00	200.00
OTHER SERVICES			
Visa application and management	550.00	550.00	550.00
Traveller's Insurance Cover with NamPower's Insurance Broker	100.00	100.00	100.00
Conference bookings	550.00	550.00	550.00
Charter flight	1,500.00	1,500.00	1,500.00
Emergency after hours assistance	200.00	200.00	200.00
Ad – hoc reports	0	0	0

B. Bidder selected for Award:

- WILD DESERT TRAVEL AND SAFARI CC