



ALV CONSULTING ENGINEERS

Engineering Excellence Delivering Value

Office No. 20, Second Floor, Rockwell Complex, Ogwediva, P.O. Box 2354, Oshakati,

NDC Shopping Complex, Opuwo, P.O. Box 250, Opuwo.

Email: cletus@alvengineers.com; info@alvengineers.com

Tel: 065 238 576

Our Ref: Addendum To Bidding Documents No. 1
Your Ref:

20 March 2026

Dear Bidder,

BIDDING REFERENCE NO.: W/ONB/OSHTC-13/2025/2026

PROJECT: UPGRADING OF ROADS IN OSHAKATI EXTENSION 5 TO BITUMEN STANDARDS

ADDENDUM TO BIDDING DOCUMENTS NO. 01: ADJUSTMENT TO THE BIDDING DOCUMENT

Attached please find Addendum to Bidding Documents No. 01.

Kindly confirm receipt of the notice on the attached acknowledgement sheet and e-mail it to:

Technical:

Mr. Sam Iita

Oshakati Town Council

Tel: +264-65-229 600

E-mail: sam.iita@oshtc.na

Head of the Procurement Management Unit:

Mrs. Anna-Liisa Korea

Oshakati Town Council

Tel: +264-65-229 500/535/536

E-mail: akorea@oshtc.na/procurementunit@oshtc.na

Yours Sincerely,

Ms. R.Y. Sheehama (Prof. Civil Engineer (In-tr.))

ALV CONSULTING ENGINEERS

Tel: +264 65 283 576

EMPLOYER: OSHAKATI TOWN COUNCIL

BIDDING REFERENCE NO.: W/ONB/OSHTC-13/2025/2026

PROJECT: UPGRADING OF ROADS IN OSHAKATI EXTENSION 5 TO BITUMEN STANDARDS

ADDENDUM TO BIDDING DOCUMENTS NO. 1

1. STATUS

This Addendum to Bidding Documents No. 1 forms an integral part of the Bidding Procedures, Project Specifications, Bill of Quantities, Employers Requirements, Bidding Drawings, Conditions of Contract and Forms, General Conditions of Contract and Contractual Forms.

2. PRE-BID CLARIFICATION MEETING MINUTES

Herewith, please find attached minutes of the Pre-Bid Clarification Meeting held on Wednesday, 18 March 2026 at 10h00 at the Oshakati Town Council Engineering Boardroom.

3. EVALUATION CRITERIA

Part Tx of the table under letter (a) of point no. 1 under Section III has been altered. Relevant Experience
References/Ratings by client (No. of projects of similar nature (upgrading of roads to bitumen standards)) and size; a maximum of four (4) points will be allocated to each qualifying project, if 5+ = 20 points)

4. RELEVANCE

In accordance with ITB 10.1, the Oshakati Town Council hereby inform all bidders that the bidding documents with Procurement Reference No: W/ONB/OSHTC-13/2025/2026 has a part which needs adjustment and forms part of the bidding document "Section III. Relevant Experience – Subclause 1. (b), item Tx".

You are hereby requested to acknowledge receipt of this letter by Fax/email using the attached form.

LIST OF APPENDICES

APPENDIX A: ADEQUACY OF TECHNICAL EVALUATION

APPENDIX B: MINUTES OF THE PRE-BID CLARIFICATION MEETING

APPENDIX A

ADEQUACY OF TECHNICAL EVALUATION

The typical evaluation scorecard presented in the table below will be used for the technical evaluation of bids and the selected evaluation criteria are intended to assess the competency of the bidder to achieve the required project outcome and are used to rate each of the bidders.

The required data and substantiating documentation are as per Section IV (Qualification Information Clauses 1.1, 1.2, 1.3, 1.4, 1.5, 1.6, 1.7, 1.8, 1.11 and 2.1) will be used for evaluation.

Technical scores will be calculated in accordance with the following formula and only bidders with a total technical score of **at least 80%** will be considered for financial evaluation:

$$TS = (T_B + T_F + T_x + T_C + T_M + T_N + T_A + T_P)$$

ITEM	Non-Price Attributes Technical/Capacity/ Attributes	Max Points	Bidding Forms	Clauses In Sec I: ITB & Sec II: BDS
T _B	Bid Submission:	4 (Min Points required 2)	All bid Sections	All bid Sections
	Complete Technical Proposal:			ITB18.1
	Company Profile, Construction Program	2 2		ITB18.1 ITB6.1
T _F	Financial Resources/Capacity	9 (Min points 6)	Section IV	
	Three years company financial statements with => N\$3 million annual	3		ITB6.3(a)
	Banking Rating (C or better) Proof of financial availability amounting to N\$1,000, 000.00	3 3		ITB6.2(g) ITB13.1(f)
T _x	Relevant Experience	30 (Min Points required 20)	Section IV	
	*Overall Company experience (if no. of years; 0 – 2 = 0, if 2 – 4 = 5, if 5+ = 10 points) References/Ratings by client *(No. of projects of similar nature (<i>upgrading of roads to bitumen standards</i>)) and size; a maximum of four (4) points will be allocated to each qualifying project, if 5+ = 20 points)	10 20		ITB18.1 ITB6.3 (b) ITB6.2(c)

APPENDIX B

MINUTES OF THE PRE-BID CLARIFICATION MEETING



ALV CONSULTING ENGINEERS
 Office 20, Second Floor, Rockwell Complex, Ogwediva
 P. O Box 2354, Oshakati.
 NDC Shopping Complex, Opuwo. P. O Box 250 Opuwo
 Email: cletus@alvengineers.com | info@alvengineers.com

ALV CONSULTING ENGINEERS

PRE-BID CLARIFICATION MEETING MINUTES

Tender No.: W/RB/OSHTC-13/2025-2026
 Project Code:

DATE: Wednesday, 18th March 2026

CONTRACT DESCRIPTION: UPGRADING OF OSHAKATI EXTENSION 5 ROADS TO BITUMEN STANDARDS.

CLIENT:

Oshakati Town Council
 P.O. BOX 5530
 Oshakati, Namibia.

PRINCIPAL AGENT/CONSULTANT:

ALV Consulting Engineers,
 P.O Box 2354, Oshakati, Namibia.
 Tel: 065 238 576
 Email: info@alvengineers.com

1. ATTENDANCE

PRESENT:				
TITLE	INITIALS & SURNAME	ORGANIZATION	CELL NO.	E-MAIL
Ms.	R. Y. Sheehama	ALV CE	065 238 576	rsheehama@alvafricagroup.com
Mr.	V. Shivute	ALV CE	065 238 576	vshivute@alvafricagroup.com
Mr.	P. N. Herman	ALV CE	065 238 576	pherman@alvafricagroup.com
Mr.	S. Iita	Oshakati Town Council	0812100980	sam.iita@oshtc.na
Mr.	K. Amakali	Kondja & Engineering Construction	0811282867	kondjagroup@gmail.com
Mr.	H. N. Haiketi	Kores Construction cc	0812440777	koresconstructioncc@gmail.com
Mr.	A. Fillipus/ A. Mewiliko	Unity One Investment J.V. Twins Builders	0818685273/0814365354	twinsbuilders5@gmail.com/ mewiliko.ci.cc@gmail.com
Mr.	K. Gervasius	Tulongeni Tuyambukiipo cc	0813552293/0816228325	alludhila@gmail.com
Mr.	A. Immanuel	AFI Trading	0813625100	info@afi.com.na
Mr.	Andjamba	Costruction cc	0813130984	info@andjamba.com.na
Mr.	J. N. Kandongo	Efindano Maintenance cc	0814675225	ecmcc@iway.na
Mr.	D. L. Johannes	Ponona Investment cc	0813707175	pononainvestment@gmail.com
Mr.	S. Hangula	Pandu Constructions	0812439935	shangula74@gmail.com
Mr.	N. Kandvimbi	T Four Investments Ltd	0817782346	kanwe67@gmail.com
Mr.	T. Magodi	Sebke Civil Contractors	0816155401	info@sebkecivils.com.na
Ms.	M. Halweendo	Emirates Trading Cc	0816067268	emirates@iway.na
Mr.	A. Shishiveni	Oshakati Town Council	0812151868	AbedS@oshtc.na



Ms.	R. Amwaalwa	ENH Civils	0811271314	info@enh-holdings.com
Mr.	T. Ekandjo	Wecca Investment cc	0811277893	wecca22@gmail.com
Mr.	J. N. Adelinu	Afrikem Investment cc	0812995544	afrikeminvestment@yahoo.com
Mr.	B. M. Chifumbe	Kambwa Construction	0813598546	malamabc2008@yahoo.com
Mr.	J. Mushona	Oshakati Town Council	0811495965	j.mushona@oshtc.na
Mr.	T. Negongo	Oshakati Town Council	0811484307	tomas.negongo@oshtc.na

1. OPENING AND WELCOME

Mr. S. lita (client's representative) welcomed everyone in attendance and chaired the meeting. Introductions were made and the attendance register was being circulated. Ms. Reginald Sheehama (engineer's representative) led the meeting.

2. MAIN OBJECTIVE/AIM OF THE MEETING

The Engineer explained that the primary objective of the pre-bid clarification meeting is to convene all prospective bidders and ensure that they have a clear and comprehensive understanding of the project requirements, scope of work, and tender conditions prior to the submission of their bids. The meeting also provides a valuable platform for addressing any questions, clarifying uncertainties, and offering additional guidance to bidders. This process is intended to support bidders in preparing well-informed, responsive, and competitive proposals that fully comply with the tender specifications and contractual requirements.

3. PROJECT BACKGROUND & LOCATION

The project is situated around the industrial area of Extension 5 in Oshakati. The engineer explained that the purpose of this project is to upgrade the existing gravel roads with an estimated length of 1.6km to bitumen standards.

4. BID REQUIREMENTS

4.1 Instruction to Bidders

Eligibility & Qualifications of bidders

The Engineer presented an overview of the eligibility requirements and qualification criteria applicable to bidders and emphasized on the importance of carefully reviewing and fully understanding these provisions. Bidders were therefore strongly encouraged to study this information in detail, as outlined on pages 11 to 14 of the bidding document, to ensure that their submissions meet all stipulated conditions.



4.2 Bidding Data Sheet

The Engineer provided the bidders with an overview of key information, including the required bidders' experience, construction equipment requirements, and the procedures for bid submission and bid opening. They also highlighted the guidance provided on the preparation of bids, particularly regarding the submission of supporting documents and compliance requirements. Furthermore, it was emphasized that in the event of any discrepancies or conflicts, the provisions contained in the Bidding Data Sheet shall take precedence over those outlined in the Instructions to Bidders (ITB).

4.3 Evaluation Criteria

The Engineer explained that the evaluation criteria comprise three (3) components, namely: Bid Validity and Compliance, the Adequacy of the Technical Proposal, and the Financial Proposal.

Bidders were informed that, in order for their submissions to be considered responsive, all requirements across these components must be fully satisfied.

Bidders were also reminded that for the financial evaluation, the evaluation committee shall select a bid for award to the lowest evaluated substantially responsive bidder within a ten percent (10%) bracket of the average arithmetically corrected bid prices of the evaluated substantially responsive bids.

The Engineer emphasized the importance of carefully preparing all submission documents in line with these criteria and ensuring that the required documents are properly certified. Bidders were also cautioned that failure to comply with these requirements may result in the loss of points, negatively affecting their chances of progressing to subsequent stages of the evaluation or rendering their bids non-responsive.

4.2 Bidding Forms

The Engineer emphasized that all required bidding forms must be fully and accurately completed in accordance with the tender requirements. The engineer also reminded all bidders that all the required documents must be certified, and bidding documents must be initialized on each page, otherwise their bids will not be responsive.

4.3 BOQ AND DRAWINGS

The Engineer informed the bidders that the scope of works is comprehensively detailed in the Bill of Quantities (BOQ) and the project drawings. Bidders were therefore advised to study the BOQ and drawings carefully to ensure that their bids accurately reflect the full scope of the project and comply with all specified standards and requirements.



5. QUESTIONS/CLARIFICATIONS RAISED

Question 1:

The bidding documents state projects of similar nature as the upgrading of roads to bitumen standards. Is this strictly limited to upgrading works, or can road maintenance projects also qualify?

Response:

Road maintenance projects may qualify as works of similar nature, provided they involve bitumen works and are of comparable size/scale (in terms of budget).

Question 2:

Will the Certificate of Pre-Bid Meeting be completed during this session?

Response:

Arrangements will be made to ensure that all present bidders receive a copy of the certificate to complete before the close of the meeting. Alternatively, bidders must ensure that they sign the attendance register, which will serve as proof of attendance at the pre-bid meeting.

Question 3:

Does the construction of gravel roads qualify as works of similar nature?

Response:

The bidding document specifically requires projects involving the upgrading of roads to bitumen standards. Therefore, only bitumen-related works will be considered as similar in nature.

Question 4:

A bidder with three (3) projects of similar nature and size may still be capable of executing the project; however, the scorecard favours bidders with five (5) or more projects. Given that item Tx (Relevant Experience) of the technical evaluation carries 20 marks and may disadvantage many bidders, can this requirement be relaxed? The same concern applies to Item Tc (Relevant Competence: Key Personnel/Staff).

Response:

Criteria such as Relevant Experience (Tx), Relevant Competence (Tc), and Mechanical Plant Capacity (Tm) are critical for assessing the capability and competence of bidders, which is why they carry significant weighting.

However, following deliberations, the meeting reached a consensus to revise Item Tx (Relevant Experience) such that four (4) points will be allocated per project of similar nature and size.

Question 5:

For Item Tm (Mechanical Plant Capacity), is it permissible to subcontract another contractor with the required equipment (e.g., chip spreader, bitumen sprayer) to carry out the bitumen works?



Response:

Bidders may utilize equipment through lease or rental agreements. However, valid lease agreements must be provided, along with proof of ownership from the equipment owners or rental providers. Letters of intent will not be accepted. Additionally, rented machinery will be awarded only half of the allocated points.

Question 6:

For Joint Ventures (JV), should proof of machinery ownership be under the JV entity, or is it acceptable if ownership is held by one or both parties individually?

Response:

Proof of machinery ownership is acceptable whether held under the JV or the individual partner companies. However, each JV partner must independently meet all mandatory requirements, including submission of company registration documents and other required compliance documentation.

Bidders were further reminded that any form of forgery or submission of fraudulent documentation will result in automatic blacklisting from participating in industry-related tenders for a period of five (5) years.

The Engineer also reiterated that the deadline for submitting requests for clarification is fourteen (14) days prior to the bid submission deadline, i.e. **13 April 2026 at 12:00**. It was emphasized that no clarification requests will be entertained after the stipulated cut-off date of **30 March 2026 at 12:00**, and bidders are therefore strongly encouraged to submit any queries well in advance.

6. SITE VISIT

The Client, the Consultant, and all present bidders conducted a site visit. During this visit, bidders were guided around the project area and encouraged to familiarize themselves with the site conditions. Bidders were further advised to revisit the site, where necessary, to make informed and accurate assessments when preparing their bids.

7. MEETING CLOSURE

The client expressed gratitude to all attendees for their presence and active participation in the meeting.

CLIENT: OSHAKATI TOWN COUNCIL



CONSULTANT: ALV CONSULTING ENGINEERS CC



ALV CONSULTING ENGINEERS
Engineering Excellence Delivering Value

PRE-BID CLARIFICATION MEETING

Procurement Reference No: W/RB/OSHTC-13/2025/2026

PROJECT DESCRIPTION:

UPGRADING OF OSHAKATI EXTENSION 5 TO BITUMEN STANDARDS

Venue: OSHAKATI TOWN COUNCIL OFFICES


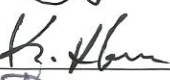
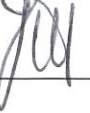




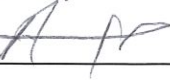


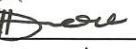




Date: 18 MARCH 2026

Time: 10:00AM

PRESENT

TITLE	INITIALS & SURNAME	ORGANIZATION	CONTACT	EMAIL	SIGNATURE
Ms.	R. Y. Sheehama	ALV CE	065 238 576	rsheehama@alvafriagroup.com	
Mr	V. Shiunte	ALV CE	065 238 576	vshiunte@alvafriagroup.com	
Mr.	P. N. Herman	ALV CE	065 238 576	pherman@alvafriagroup.com	
Mr	Kondjashili Amakali	Kondja & Engineering ALV CE construction	0811282867	kondjagroup@gmail.com	
Mr	Hurry N HAKETI	Kores Construction cc	0812440777	koresconstructioncc@gmail.com	
Mr	Andreas Phillipus	Unity one invest Vj Tuis. builders A. mewiliko	0818685273 08111365354	twingsbuilders5@gmail.com mewilico.ci.c@gmail.com	
Mr	Kaluwopa Gervasio	Tulongani fugambak. iip C.CC.	081 35522 93 081 6228328	alladhi1@gmail.com	

UPGRADING OF ROADS IN OSHAKATI EXTENSION 5 TO BITUMEN STANDARDS

MR	A. IMMANUEL	AFI TRADING	0813625100	info@afi.com.na	
MR	Andjamba	Construction cc	0813130984	info of Andjamba. com.na	
MR	J.N. Kandongo	Ehindano Maintenance cc	0814675225	ecmcc@iway.na	
MR	Danie/ Lela Johannes Johannes indongo	PONONGA INVESTMENTS	0813707175	Ponongainvestment@gmail.com	
MR	S HANGULA	PANDU CONSTRUCTION	0812439935	Shangula74@gmail.com	
MR	N. KANDYIMBI	T FOUR INVESTMENTS LTD	0817782346	Kanwe67@gmail.com	
MR.	TENDAI MASODI	SEBKE CIVIL CONTRACTORS	0816155401	info@sebkecivils.com.na	
Mr	Abed Shshoven	Oshakati Tc	0812151868	Abed Shshoven	
Ms	Mercia Halweendo	EMIRATES Tradingcc	0816067268	emirates@iway.na	
Ms	ROSWITHA AMWAALWA	ENH CIVILS	0811271314	info@enh-holdings.com	
Mr	Teofilus Ekandjo	Wecca investment cc	0811277893	wecca20@gmail.com	
MR	Jona Adelinn	AFRIKEM Investment cc	0812995544	afrikeminvestment@yahoo.com	
MR	BRUCE M. CHIFUMBE	KAMBWA CONJT	0813598546	malama bc 2008@yahoo.com	
MR	SAM IITA	Oshakati TC	0812100980	Sam.iita@oshtc.na	
MR	Josua Mushona	Oshakati TC	0811495965	J.mushona@oshtc.na	
MR.	TOMAS NEGONGO	OSHAKATI	0811484307	tomas.negongo@oshtc.na	

OSHAKATI TOWN COUNCIL
PRIVATE BAG 5530
OSHAKATI
Tel: +264 65 229 500
Fax: +264 65 220 435



BIDDING REFERENCE NO.: W/ONB/OSHTC-13/2025/2026

PROJECT: UPGRADING OF ROADS IN OSHAKATI EXTENSION 5 TO BITUMEN STANDARDS

ADDENDUM TO BIDDING DOCUMENTS NO. 1 ACKNOWLEDGEMENT OF RECEIPT

We hereby acknowledge receipt of Addendum to Bid Documents No. 1 for this Contract.

.....
SIGNATURE

.....
COMPANY

..... DATE

NB: IMMEDIATELY ON RECEIPT OF ADDENDUM TO BIDDING DOCUMENTS, BIDDERS ARE TO E-MAIL A SIGNED COPY HEREOF TO:

Technical:
Mr. Sam Iita
Oshakati Town Council
Tel: +264-65-229 600
E-mail: sam.iita@oshtc.na

Head of the Procurement Management Unit:
Mrs. Anna-Liisa Korea
Oshakati Town Council
Tel: +264-65-229 500/535/536
E-mail: akorea@oshtc.na/procurementunit@oshtc.na