



OFFICE OF THE AUDITOR-GENERAL



EXPRESSION OF INTEREST FOR EMERGENCY MAINTENANCE SERVICES

The Office of the Auditor-General hereby invites you to submit an expression of interest for the Emergency Maintenance Services. All interested and eligible **100% Namibian owned** SME/companies are invited to submit their company profiles for the delivering of such service.

The following mandatory documents should form part of the company profile:

- a) have a valid company Registration Certificate (Founding Statement);
- b) provide identification documents of members, owners, partners and shareholders;
- c) must be 100% Namibian owned SME's or 51% or more equity owned by Namibian citizens;
- d) provide a banking confirmation letter from a Namibian banking institution;
- e) provide proof of the percentage of ownership equity;
- f) have an original valid good Standing Tax Certificate or a valid certified copy of an original document; as certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963) as amended;
- g) have an original valid good Standing Social Security Certificate or a valid certified copy of an original document; as certified by a Commissioner of Oath appointed in terms of the Justices of the Peace and Commissioners of Oaths Act, 1963 (Act No. 16 of 1963) as amended;
- h) have a valid certified copy of Affirmative Action Compliance Certificate or proof from Employment Equity Commissioner that the bidder is not a relevant employer as defined in the Act, or an exemption issued in terms of Section 42 of the Affirmative Action Act, 1998; and
- i) have a certificate of Fitness and Registration.

All prospective service providers are hereby requested to submit their company profiles to:

**The Procurement Management Unit
The Office of the Auditor-General
123 Robert Mugabe Avenue
Windhoek
1st Floor, Room 1.C**

The submission of company profiles in response to this Expression of Interest does not constitute an expressed or implied contract or offer.

Interested service providers should submit their information on or before **01 November 2024**.

Enquiries: Procurement Management Unit

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