



**SUPPLY OF GOODS AND SERVICES
(EOI 1/2017)**

The National Commission of Research Science and Technology invites suppliers /contractors to express interest in being enlisted as preferred suppliers of the Commission in Windhoek. Preferential treatment will be given to persons as contemplated in section 2(b)(iv) of the Public Procurement Act, 2015 (Act No. 15 of 2015).

Supplier/Contractors are requested to submit the relevant documentations and clearly indicate below, the type of goods and services they use to render and it should correspond with the nature of business stated in the founding statement or amendment of company.

Closing date: Friday, 30 June 2017

Services Required by NCRST

Category	Sub-Category	Tick Services You Provide
Training and Consultancy Services		
	<i>Project Management</i>	<input type="checkbox"/>
	<i>Strategy</i>	<input type="checkbox"/>
	<i>Quality Management Systems & Standardization, calibration and certification</i>	<input type="checkbox"/>
	<i>Surveys</i>	<input type="checkbox"/>
	<i>Process Management</i>	<input type="checkbox"/>
	<i>Document / Record Management</i>	<input type="checkbox"/>
	<i>Monitoring & Evaluation & Reporting</i>	<input type="checkbox"/>
	<i>Risk Assurance services</i>	<input type="checkbox"/>
	<i>Fraud investigation and forensic services</i>	<input type="checkbox"/>
	<i>Business Continuity Management services</i>	<input type="checkbox"/>
	<i>Legal Frameworks, i.e. Acts, Regulations and Policies</i>	<input type="checkbox"/>
	<i>Corporate Governance</i>	<input type="checkbox"/>
	<i>Internal and External Audit Services</i>	<input type="checkbox"/>
	<i>Space Science</i>	<input type="checkbox"/>
	<i>Indiginous Knowledge Systems</i>	<input type="checkbox"/>
	<i>Biotechnology</i>	<input type="checkbox"/>
	<i>Biosafety</i>	<input type="checkbox"/>
	<i>Innovation Value Chain</i>	<input type="checkbox"/>
	<i>Technology Transfer</i>	<input type="checkbox"/>
	<i>Technology Platforms and Stations</i>	<input type="checkbox"/>
	<i>Public Relations and Communications</i>	<input type="checkbox"/>
	<i>Business Development</i>	<input type="checkbox"/>
	<i>Occupational Health & Safety related services, i.e. SHE/OHS consultancy, inspections/audits etc.)</i>	<input type="checkbox"/>
	<i>Accounting services</i>	<input type="checkbox"/>
	<i>Tax services</i>	<input type="checkbox"/>
	<i>Pastel Support</i>	<input type="checkbox"/>
Civil Engineering Services		
	<i>Consulting, Construction, renovation and maintenance</i>	<input type="checkbox"/>
Electrical Engineering Services		
	<i>Consulting, Construction, renovation and maintenance</i>	<input type="checkbox"/>
Mechanical Engineering Services		
	<i>Consulting, Construction, renovation and maintenance</i>	<input type="checkbox"/>
Industrial Engineering Services		
	<i>Consulting, Construction, renovation and maintenance</i>	<input type="checkbox"/>
Event Management and Conferencing Services		
	<i>Venues for Conferences, Workshops and Meetings</i>	<input type="checkbox"/>
	<i>Suppliers of Audio & Visuals Technology and Products</i>	<input type="checkbox"/>
	<i>Catering Supply Services</i>	<input type="checkbox"/>
	<i>Refreshments Supplies</i>	<input type="checkbox"/>
	<i>Master of Ceremonies Services</i>	<input type="checkbox"/>
	<i>Expo Spaces (OATF, Erongo Expo Space, etc.)</i>	<input type="checkbox"/>
	<i>Rappateurs Services</i>	<input type="checkbox"/>
	<i>Decoration for events</i>	<input type="checkbox"/>
Interpretation / Translation Services		
	<i>Foreign Languages</i>	<input type="checkbox"/>
	<i>Local and Indiginuous Languages</i>	<input type="checkbox"/>

Services Required by NCRST

Category	Sub-Category	Tick Services You Provide
Publishing, Graphic Design & Layout Services		
	<i>Annual Reports</i>	<input type="checkbox"/>
	<i>Strategic Plans</i>	<input type="checkbox"/>
	<i>Leaflets</i>	<input type="checkbox"/>
	<i>Newsletters</i>	<input type="checkbox"/>
	<i>Posters</i>	<input type="checkbox"/>
	<i>Pamphlets</i>	<input type="checkbox"/>
	<i>Newspaper Adverts</i>	<input type="checkbox"/>
	<i>Billboards</i>	<input type="checkbox"/>
	<i>Video/ animation production</i>	<input type="checkbox"/>
Surveys and Data Collection Services		
	<i>Satisfaction Surveys</i>	<input type="checkbox"/>
	<i>Need Assessment Surveys</i>	<input type="checkbox"/>
	<i>Innovation Census</i>	<input type="checkbox"/>
	<i>Research and Development Census</i>	<input type="checkbox"/>
	<i>Baseline Surveys</i>	<input type="checkbox"/>
Promotional Materials Supplies		
	<i>Corporate Gifts</i>	<input type="checkbox"/>
	<i>Banners</i>	<input type="checkbox"/>
IT Product Supplies		
	<i>Softwares, Databases and Systems</i>	<input type="checkbox"/>
	<i>Hardwares, Kiosks, Screens, PCs and Tablets</i>	<input type="checkbox"/>
	<i>Electronics</i>	<input type="checkbox"/>
Advertising Services		
	<i>Print Media</i>	<input type="checkbox"/>
	<i>Social Media</i>	<input type="checkbox"/>
	<i>Broadcast Media</i>	<input type="checkbox"/>
	<i>Billboards</i>	<input type="checkbox"/>
Laboratory Equipment Supplies		
	<i>Scientific Equipment</i>	<input type="checkbox"/>
	<i>Analytical Equipment</i>	<input type="checkbox"/>
	<i>Medical Equipment</i>	<input type="checkbox"/>
	<i>Hand Tools</i>	<input type="checkbox"/>
Laboratories Consumables		
	<i>Reagents</i>	<input type="checkbox"/>
	<i>Cleaning Chemicals</i>	<input type="checkbox"/>
	<i>Reference Standards</i>	<input type="checkbox"/>
	<i>Reference Materials</i>	<input type="checkbox"/>
	<i>Personal Protective equipment (PPE)</i>	<input type="checkbox"/>
	<i>Live Plant, Animal Material & Accessories</i>	<input type="checkbox"/>
Travel Management Services		
	<i>Shuttles and Chauffers</i>	<input type="checkbox"/>
	<i>Car rental services</i>	<input type="checkbox"/>
	<i>Airtickets booking Services</i>	<input type="checkbox"/>
	<i>Visas and Permits</i>	<input type="checkbox"/>
	<i>Lodging and Accomodations</i>	<input type="checkbox"/>

Services Required by NCRST

Category	Sub-Category	Tick Services You Provide
IT Management Services		
	<i>Website and Database design</i>	<input type="checkbox"/>
	<i>IT technical consulting, support and Management services (in all regions)</i>	<input type="checkbox"/>
	<i>IT design and development services (Applications, Network and systems)</i>	<input type="checkbox"/>
	<i>Cloud Computing Services</i>	<input type="checkbox"/>
	<i>Hosting and IT infrastructure provisioning services</i>	<input type="checkbox"/>
	<i>Internet services/WiFi services</i>	<input type="checkbox"/>
	<i>UPS services</i>	<input type="checkbox"/>
	<i>Biometric and Alarm systems</i>	<input type="checkbox"/>
	<i>PABX services</i>	<input type="checkbox"/>
	<i>Systems and Hardware maintenance services</i>	<input type="checkbox"/>
	<i>Licensing services</i>	<input type="checkbox"/>
Shows, Fairs and Festival Equipment and Supplies		
	<i>Stop watches</i>	<input type="checkbox"/>
	<i>Furniture</i>	<input type="checkbox"/>
	<i>Awards and Prizes</i>	<input type="checkbox"/>
	<i>Certificates and frames</i>	<input type="checkbox"/>
	<i>Buzzers</i>	<input type="checkbox"/>
	<i>Display boards</i>	<input type="checkbox"/>
	<i>Stands for science fair categories</i>	<input type="checkbox"/>
Judging services/facilitators		<input type="checkbox"/>
Reviewers and Evaluation Services		<input type="checkbox"/>
Editing Services		<input type="checkbox"/>
Proofreading services		<input type="checkbox"/>
Photography Services		<input type="checkbox"/>
Public Relations Services		<input type="checkbox"/>
General Stationeries Supplies		<input type="checkbox"/>
Cleaning Services of the office and premises		<input type="checkbox"/>
Laboratory Calibration Services		<input type="checkbox"/>
Courier services		<input type="checkbox"/>
Printing and Binding Services		<input type="checkbox"/>
Ushers service		<input type="checkbox"/>