



ERONGO REGIONAL COUNCIL

EXPRESSION OF INTEREST (EOI)

CONSULTANCY SERVICE FOR DEVELOPMENT OF ERONGO REGIONAL COUNCIL PROFILE, REGIONAL DEVELOPMENT PLAN, AND BRANDING & MARKETING STRATEGY

The Erongo Regional Council (ERC) is a statutory body establishment as derived from Article 103 (3) and Article 108 of the Namibian Constitution, and Section 28 of the Regional Council Act, Act No. 22 of 1992 as amended, is to plan and develop the region in a sustainable manner for the benefit of the people in establishing, managing and controlling of Settlement areas focusing on the core services.

PROJECT DESCRIPTION

ERC invites reputable and registered companies to submit expression of interest for Consultancy Service to review and edit Erongo Regional Council Profile, Regional Development Plan and to develop Branding and Marketing Strategy.

INFORMATION REQUIRED

The following minimum criteria must be submitted together with all relevant documentation prior to closing date:

1. Submission of background and organisational set up (description of core business, number of staff with professional qualification, CV of key staff);
2. Submission to demonstrate work experience and project management of consultancy of similar nature as per project description.
3. Submission of a list of clients for whom similar services were provided together with letters of reference.
4. Submission of the following certified obligatory documentations:
 - Valid Company Registration Certificate;
 - Valid Good Standing Tax Certificate;
 - Valid Good Standing Social Security Certificate;
 - Valid 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.

Following the evaluation of the EOIs received by the closing date, only qualified shortlisted firms will be invited to participate in a formal tender and will be requested to submit detailed technical and financial proposal to ERC.

Closing date: Monday, 23 September 2019, at 14h30

Sealed envelopes should be deposited in the ERC Tender box and addressed to:
Head Procurement Management Unit
Erongo Regional Council,
Corner c/o Tobias Hainyeko & Nesser Street,
Acacia Building, **Swakopmund**

Enquiries:

Mr G Salyani or Ms S //Hoebes

Tel: 064-4105700 or Email: info@erongorc.gov.na OR shoebes@erongorc.gov.na