



## NAMIBIAN PORTS AUTHORITY

**Enquiries:** Orpa Tjizo/Owiike Ashipala  
**Email:** [procurement@namport.com.na](mailto:procurement@namport.com.na)

**Ref:** Banking Details//Bid Levies  
**Tel:** (+264) 64 208 2298/2217

18 February 2020

### PAYMENT OF BIDDING DOCUMENT LEVIES

Dear Bidder,

NAMPORT wishes to notify all bidders that the price of the bidding documents exclude any other bank charges or courier costs. The bidder shall ensure that the full bid levy is paid into NAMPORT's bank account, of which the details are listed below. No bidding documents will be released to any bidder before proof of payment is received by NAMPORT.

Although Namport may release bidding documents on receipt of proof of payment, the onus is on the bidder to ensure that the funds reflect on NAMPORT's account before submitting their bid, failure of which will render such bid invalid.

Bidders are advised to adhere to the following procedure to ensure the timeous receipt of and/or access to the bidding documents:

1. Register as a supplier at <https://www.namport.com.na/registration-portal/> and "express interest" in the bid of your choice;
2. Complete the transfer or payment of the bid levy by bank deposit, electronic transfer or cash payment at NAMPORT premises;
3. The name of the bidder intending to submit a bid and the bid reference number must reflect on the receipt/proof of payment as reference;
4. Submit proof of payment to [procurement@namport.com.na](mailto:procurement@namport.com.na) or any other contact details provided for in the bid advertisement; and
5. Thereafter, NAMPORT will grant access to the bidder to access the bidding documents (pdf) online.
6. Copies of bidding documents in specific software formats will be available on request and may be made available at Namport's sole discretion.

**All bids are available at <https://www.namport.com.na/procurement/> or for viewing bidding documents at the following physical address:**

Namibian Ports Authority – Head Office, Reception  
No. 17, Rikumbi Kandanga Road  
Walvis Bay  
Republic of Namibia

Port of Walvis Bay (Head Office):  
P.O. Box 361 Walvis Bay, Namibia

Port of Lüderitz:  
P.O. Box 836 Lüderitz, Namibia

**Directors**  
Adv. G S Hinda  
(Chairperson)  
Ms. JJ Comalie  
Mr. M Hindjou  
Mr. J Kangandjera  
Ms. N Hamunyela

**Chief Executive Officer**  
Kavin Harry (Acting CEO)  
**Company Secretary**  
Ms. N Haikali





## NAMIBIAN PORTS AUTHORITY

### **BANK DETAILS:**

NAMIBIAN PORTS AUTHORITY  
Bank Windhoek, Walvis Bay Branch  
Current Account, Account Number: 8001405224  
Branch Code: 481872  
Swift Code: BWLINANX

Port of Walvis Bay (Head Office):  
P.O. Box 361 Walvis Bay, Namibia

Port of Lüderitz:  
P.O. Box 836 Lüderitz, Namibia

#### **Directors**

Adv. G S Hinda  
(Chairperson)  
Ms. JJ Comalie  
Mr. M Hindjou  
Mr. J Kangandjera  
Ms. N Hamunyela

#### **Chief Executive Officer**

Kavin Harry (Acting CEO)  
**Company Secretary**  
Ms. N Haikali

Sincerely,

Melani de Klerk  
**MANAGER: PROCUREMENT**



Established in terms of the Namibian Port Authority Act, 1994 (Act No. 2 of 1994)

[www.namport.com](http://www.namport.com)

