

# REQUEST FOR QUOTATION

1. The Agro-Marketing & Trade Agency (AMTA) hereby invites reputable, suitable and experienced Namibian based Companies/Entities to submit their bids through Request for Sealed Quotation as outlined below:

Procurement Reference Number	Description	Document Fee (N\$)	Site Inspection	Contact Person
NCS/RFQ/AMTA-02/2022	Provision of Services of Microsoft Office software suite and Microsoft Visio	Free	Not Applicable	Mr. Israel Shikalepo Tel: 061 202 3314 Email: <a href="mailto:ishikalepo@amta.na">ishikalepo@amta.na</a>
W/RFQ/AMTA-01/2022	Procurement of works for the removing and fixing of the roller gate and the entrance door for Windhoek Collection Hub	Free	<b>27<sup>th</sup> January 2023 @10h00</b>	Mr. Sakeus Enkono Tel: 061 202 3340 Email: <a href="mailto:EnkonoS@amta.na">EnkonoS@amta.na</a>
NCS/RFQ/AMTA-03/2022	Provision of Services for Upgrading of window operating system window 10	Free	Not Applicable	Mr. Israel Shikalepo Tel: 061 202 3314 Email: <a href="mailto:ishikalepo@amta.na">ishikalepo@amta.na</a>
G/RFQ/AMTA-39/2022	Supply, delivery and installation of a Projector that support both HDMI and VGA	Free	<b>27<sup>th</sup> January 2023 @10h00</b>	Mr. Israel Shikalepo Tel: 061 202 3314 Email: <a href="mailto:ishikalepo@amta.na">ishikalepo@amta.na</a>
G/RFQ/AMTA-40/2022	Procurement for the supply and delivery of stationery for AMTA	Free	Not Applicable	Ms. Tuliky Shawapala Tel: 061 202 3318 Email: <a href="mailto:shawapalat@amta.na">shawapalat@amta.na</a>
NCS/RFQ/AMTA-04/2022	Provision of services for IT Support Management System (Log a Call)	Free	Not Applicable	Mr. Israel Shikalepo Tel: 061 202 3314 Email: <a href="mailto:ishikalepo@amta.na">ishikalepo@amta.na</a>

2. Interested eligible bidders may obtain the bidding documents at [www.amta.na](http://www.amta.na) from Friday, 20<sup>th</sup> January 2023 for the duration of the bidding period.
3. Bids in sealed envelopes, clearly marked with Procurement Reference Number and Description must be submitted in a bid box located at the reception area, addressed to:

**Procurement Management Unit**  
**Agro-Marketing & Trade Agency**  
**Erf No. 209, Industrial Road, Lafrenz**  
**Industrial Area**  
**P.O Box 350, Windhoek**  
**Namibia**

**CLOSING DATE: 01<sup>st</sup> February 2023 @11:00 am**  
**BID OPENING: 01<sup>st</sup> February 2023 @11:05 am**

**Contact person at PMU**  
Ms. Tuliky Shawapala  
Secretary to the Procurement Committee  
Tell: 061 202 3318  
Email: [shawapalat@amta.na](mailto:shawapalat@amta.na)



**AMTA**  
FROM LAND TO NATION