

**REPUBLIC OF NAMIBIA***Ministry of Health and Social Services*

Private Bag 13198
Windhoek
Namibia

Ministerial Building
Harvey Street
Windhoek

Tel: (061) 203 2295
Fax: (061) 30 10 18
Procurement@mhss.gov.na

PROCUREMENT MANAGEMENT UNIT

Request for Sealed Quotation for Goods

PROCUREMENT OF IMP440CLINICAL TYMPANOMETER FOR
MIDDLE EAR ASSESSMENTS AND VARIOUS MENTAL
HEALTH REHABILITATION MATERIALS – PRIMARY HEALTH
CARE SERVICES

Company Name: _____

Total Price LOT 1: _____

Total Price LOT 2: _____

*This bid is restricted to companies whose business principle is in
line with medical equipment and supplies.*



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Letter of Invitation

Dear Sirs/Madams,

PROCUREMENT OF IMP440CLINICAL TYMPANOMETER FOR MIDDLE EAR ASSESSMENTS AND VARIOUS MENTAL HEALTH REHABILITATION MATERIALS – PRIMARY HEALTH CARE SERVICES

The Ministry of Health and Social Services requests you to submit your best quote for the items described in detail hereunder.

Any resulting contract shall be subject to the terms and conditions referred to in the document.

For enquiries, please contact the following people:

Technical enquiries: Ms. C. Shimwino (061 203 2700)

Administrative enquiries: Mr. K. Hangeri (061 203 2290)

Please prepare and submit your quotation (by 11h00 on ~~06/12/22~~ ^{13/12/22} KH), in accordance with the instructions given.

Yours faithfully,

MR EVARISTUS IITA

SECRETARY: PROCUREMENT COMMITTEE



SECTION I: INSTRUCTIONS TO BIDDERS

1. Rights of Public Entity

The Ministry reserves the right:

- (a) to split the contract as per the lowest evaluated cost per item, and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

2. Preparation of Quotations

You are requested to quote for the items mentioned in Section III by completing, signing and returning:

- (a) the Quotation Letter in Section II
- (b) the List of Goods and Price Schedule Section III;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment deemed appropriate.

You are advised to carefully read the complete Request for Sealed Quotations document, including the Special Conditions of Contract in Section VII, before preparing your quotation. The standard forms in this document may NOT be retyped for completion by the Bidder. The use of correctional fluid (Tipex) is prohibited and each page of the bidding document must be initialled.

3. Validity of Quotations

The Quotation validity period shall be **90 days** from the date of submission deadline.

4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should please tick below, to indicate whether each of the following document is attached:

	Document name / title	Please tick
1	Original/certified copy Certificate of valid Good Standing for Procurement Purposes, issued by the Ministry of Finance: Inland Revenue.	
2	Certified copy of a valid Affirmative Action Compliance Certificate (issued in terms of Section 42 of the Affirmative Action (Employment) Act 29 of 1998, as amended); or Letter from the Employment Equity Commission (letter should be on letterhead, stamped and signed by the EEC).	
3	Original/certified copy Certificate of valid Good Standing Certificate with the Social Security Commission.	
4	Certified Copy of the Close Corporation Certificate (issued in terms of Act 26 of 1988) or Founding Statement or any other Company Registration Certificate. These Certificates should clearly indicate the goods / services that the Supplier is registered to render.	
5	Certified copy of a valid Certificate of Registration as an SME, issued by the Ministry of Industrialisation, Trade and SME Development (if applicable).	
6	Letter of authorizations from manufacturers.	
7	Letter of intents from a Financial Institution or Supplier of a bidder to finance or supply the bidder	
8	Reference of similar work done	
9	Colour brochures: to be clearly as per the bid with specifications be attached.	
10	A Fitness Certificate from a local / town council should be attached for the business.	

5. Delivery

Delivery shall be *one (1) week* after the issuing of the Purchase Order. A penalty of 1% per week shall be instituted on late delivery.

5.1. The following tests and inceptions will be conducted on the goods at delivery:

Check if it is correct delivery as specified on the request for quotation

If delivery is on time

If delivery note is attached

6. Sealing and Marking of Quotations

Quotations should be sealed in a single envelope, clearly marked **with PROCUREMENT OF IMP440CLINICAL TYMPANOMETER FOR MIDDLE EAR ASSESSMENTS AND MENTAL HEALTH REHABILITATION MATERIALS – PRIMARY HEALTH CARE SERVICES**, addressed to the Ministry, with the Bidder's name and contact information at the back of the envelope.

7. Submission of Quotations

Quotations should be deposited in the Quotation/Bid Box located at *The Ministry of Health and Social Services – Finance and Procurement building, Procurement Management Unit (Tender Office), Harvey Street, Windhoek West*, not later than *27 December 2022, Time: 11H00*.

8. Opening of Quotations

Quotations will be opened internally by the Ministry immediately after the closing time referred to in instruction 7 above. A record of the Quotation Opening stating the name of the bidders, the amount quoted, will be posted on the website of the Ministry and available to any bidder on request within three working days of the Opening.

9. Evaluation of Quotations

The Public Entity shall have the right to request for clarifications in writing during evaluation. Offers that are substantially responsive shall be compared on the basis of price or ownership cost, subject to Margin of Preference where applicable, to determine the lowest evaluated quotation.

10. Technical Compliance

Bidders shall submit along with their quotation's documents, catalogues and any other literature to substantiate compliance with the required specifications and to qualify deviations if any with respect to the Ministry's requirements.

The Specifications, Performance Requirements and Compliance Sheet details the minimum specifications of the goods/items to be supplied. The specifications have to be met but no credit will be given for exceeding the specifications.

11. Prices and Currency of Payment

*Prices shall remain fixed for the duration of the period and quoted in Namibian Dollars. The Ministry **shall not** consider price increases due to exchange rates, therefore bidders are advised to make their own projections.*

12. Award of Contract

The Bidder having submitted the lowest evaluated responsive quotation and qualified to supply the goods/items and related services shall be selected for award of contract. Award of contract shall be by issue of a Purchase Order in accordance with terms and conditions contained in Section VI: General Conditions of Contract and Contract Agreement.

13. Notification of Award and Debriefing

The Public Entity shall after award of contract promptly inform all unsuccessful bidders in writing of the name and address of the successful bidder and the contract amount and post a notice of award on its website within seven days. Furthermore, the Ministry shall attend to all requests for debriefing made in writing within 7 days of the unsuccessful bidders being informed of the award.

SECTION II: QUOTATION LETTER

(to be completed by Bidders)

[Complete this form with all the requested details and submit it as the first page of your quotation with the Price list and documents requested above. A signature and authorisation on this form will confirm that the terms and conditions of the RFQ prevail over any attachments. **If your quotation is not authorised, it will be rejected.**

Quotation addressed to:	The Ministry of Health and Social Services
Subject matter of Procurement:	PROCUREMENT OF IMP440CLINICAL TYMPANOMETER FOR MIDDLE EAR ASSESSMENTS AND MENTAL HEALTH REHABILITATION MATERIALS – PRIMARY HEALTH CARE SERVICES

We offer to supply the items listed in the attached List of Goods and Price Schedule as per the defined specifications, *except for the qualified deviations [Bidder may delete this phrase in case of no deviation]* and, in accordance with the terms and conditions stated in your Request for Quotations referenced above.

We confirm that we are eligible to participate in this Quotation exercise and meet the eligibility criteria specified in Section 1: Instruction to Bidders.

We undertake to abide ethical conduct during the procurement process and the execution of any resulting contract.

The validity period of the Quotation is 30 days from the date of the bid submission deadline.

We confirm that the prices quoted in the List of Goods and Price Schedule are fixed and firm and will not be subject to revision or variation, if we are awarded the contract **prior to the expiry** date of the quotation validity.

The delivery period offered from the date of issue of Purchaser Order is as shown in the List of Goods items and Price Schedule.

Quotation Authorised by:

Name of Bidder		Company's Address and seal	
Contact Person			
Name of Person Authorising the Quotation:		Position:	Signature:
Date		Phone No./Fax	

SECTION III: LIST OF GOODS AND PRICE SCHEDULE

INSTRUCTIONS TO THE PUBLIC BODY				INSTRUCTIONS TO BIDDERS							
At time of preparation of the RFQ, Columns A to D shall be filled in by the Ministry. [To be filled by the Public Entity]				Bidders shall fill-in columns E to I E= mark with a *if an equivalent is quoted F= Rate per unit • If an equivalent is quoted, please attach to your quote appropriate technical information & specification • Bidders shall fill in and sign the bottom section of this page							
				A	B	C	D	E	F	G	H
				Item code	Description	Order Qty	UOM	Unit Price N\$ (Excluding VAT)	Unit Price N\$ (Including VAT)	Total Price VAT Excl. N\$	Delivery Period
				LOT 1: IMP440CLINICAL TYMPANOMETER FOR MIDDLE EAR ASSESSMENTS							
1	Clinical Diagnostic Tympanometer IMP440 machine	1	Each								
				VAT N\$							
				TOTAL PRICE N\$							
LOT 2: MENTAL HEALTH REHABILITATION MATERIALS											
1.	Wall Mounted Projector Screen	1	Each								
2.	A5 Hardcover notebook, feint ruled, 24 pages	1,001	Each								
3.	Djembe Drums large	4	Each								
4.	Djembe Drums Medium	4	Each								
5.	Djembe Drums Small	1	Each								
6.	Maracas Music instrument	4	Each								
7.	Pandeiro	4	Each								
8.	Xylophone	2	Each								
9.	Plastic pot plants with trays, 1L Brown	300	Each								
10.	Gazebo	4	Each								
11.	Public Address System	1	Each								
12.	Television (32inch FHD)	4	Each								
13.	TV mounting bracket	4	Each								
14.	Relaxation Music CD	1	Each								
15.	Meditation Music CD	1	Each								
16.	Portable Radio	2	Each								

17.	Projector	2	Each				
18.	Tripod Projector Screen	2	Each				
19.	Magnetic White Board	1	Each				
20.	Blackboard	6	Each				
21.	Blackboard duster	3	Each				
22.	Bluetooth portable speakers	16	Each				
23.	Steel soccer goal frame	8	Each				
24.	Polyethylene 3mm braided soccer nets for steel soccer goal frame	8	Each				
25.	Tug of war rope - Manila rope	5	Each				
26.	Whistles	10	Each				
27.	Volleyballs	12	Each				
28.	Volleyball Nets	4	Each				
29.	Basketball hoops with nets	4	Each				
30.	Basketballs	12	Each				
31.	Soccer Balls	30	Each				
32.	Sports ball air pump	4	Each				
33.	Netball balls	30	Each				
34.	Netball ring and net	6	Each				
35.	Boxing gloves, medium	4	Set				
36.	Punching Bag	4	Each				
37.	Boxing Wall Bracket	4	Each				
38.	Table Soccer	1	Each				
39.	Table Tennis	1	Each				
40.	Yoga Mat	18	Each				
41.	Stress Relieving Balls	16	Each				
42.	Netball bibs	56	Each				
43.	Gumboots	40	Set				
44.	Seed packets	50	Packet				
45.	Hose Pipe	6	Each				
46.	Watering Cans	16	Each				
47.	Digging spade	20	Each				

48.	Garden Hoe	20	Each				
49.	Garden Forks	20	Each				
50.	Wheelbarrow	3	Each				
51.	Water Tank 2,500 L	1	Each				
52.	Gutter sweeper	1	Each				
53.	Hedge Shear	3	Each				
54.	Garden Rake	8	Each				
55.	Overalls	50	Pair				
56.	Textiles	20	Roll				
57.	Beads	210	Each				
58.	Garden Net	65	Roll				
59.	Pliers	10	Each				
60.	Sewing Machine	21	Each				
61.	Sewing Thread spools	100	Each				
62.	Measuring Tapes for sewing	2	Each				
63.	Garden poles	8	Each				
64.	One-Step Hairdryer & Styler	4	Each				
65.	Blow Hairdryer	4	Each				
66.	Blowout Radial Brushes	4	Each				
67.	Manicure/Pedicure set	4	Each				
68.	Bay Area, Functional Performance evaluation (BAPFE)	1	Each				
69.	Evaluation of Social Interaction (Fisher & Griswold, 2008)	1	Each				
70.	Brief cognitive status exam	1	Each				
71.	Allen Cognitive test	1	Each				
72.	Test of Everyday Attention (TEA)	1	Each				
73.	Cognitive assessment of Minnesota (CAM)	1	Each				
74.	Validity indicator profile	1	Each				
75.	Personality Assessment Inventory Full Kit	2	Each				
76.	Miller Forensic Assessment Symptom Test both Introductory and Professional Kits	1	Each				
77.	Neurological Assessment Battery Full Kit	1	Each				
78.	16pf Questionnaire	1	Each				

79.	Hirebright Cognitive Ability Test - online tool (H-CAT)	35	Each				
80.	Paintbrushes	200	Each				
81.	Glue Stick 43g	150	Each				
82.	Craft glue, 5l	10	Each				
83.	White posters, A1 size	300	Each				
84.	Art paper, A4, 20 sheets per pack	27	Pack				
85.	A4 paper - mixed colour packs, 20 sheets per pack	62	Pack				
86.	8-piece jumbo wax crayons	27	Pack				
87.	Powder paint 250g	80	Each				
88.	Magazines	210	Each				
89.	White Board Markers	135	Each				
90.	Clear Nylon Mono Filament Fishing Line (600m)	40	Roll				
91.	Water based paint (1 Liter tins)	65	Each				
92.	7 cm long sewing needle	35	Each				
93.	Heavy duty laundry basin, 25l	9	Each				
94.	Wood glue, 5L	3	Each				
95.	Bonded nylon leather thread spool	10	Each				
96.	Sand Tray	1	Each				
97.	Emotion Cards	1	Pack				
98.	Knitting Needles	4	Pair				
99.	Crochet Needles	4	Each				
100.	Wool	1	Pack				
101.	Assorted Clay	2	Pack				
102.	The Magic of Play Therapy Kit	2	Each				
103.	Art Therapy: Mandalas: 100 Designs for Colouring In & Meditation	2	Each				
104.	Play Alphabet Mats set	2	Each				
105.	Acrylic paint	30	Each				
106.	Chess game set	11	Each				
107.	Playing Cards Set	31	Each				
108.	Puzzles	35	Each				
109.	Twister game set	7	Each				

110.	Pictionary game set	6	Each				
111.	30 Seconds game set	15	Each				
112.	Dominoes game set	14	Each				
113.	Wooden Stack Up Blocks game set	12	Each				
114.	Rummikub game set	2	Each				
115.	UNO card set	2	Each				
116.	Snakes and ladders game set	2	Each				
117.	Prima 50 Game game set	6	Each				
118.	Ludo game set	3	Each				
119.	Ring toss game set	2	Each				
120.	Monopoly game set	2	Each				
121.	Fingerboard	4	Each				
122.	The Color Monster Board Game	1	Each				
123.	Anger Management Box	1	Each				
124.	Ungame for All Ages game set	1	Each				
125.	Scrabble Original game set	4	Each				
126.	Colouring Books	20	Each				
127.	Stainless steel cookware set (set of 4 pots)	4	Each				
128.	30 cm, non-stick frying pans	14	Each				
129.	Stainless steel teaspoons	60	Each				
130.	Stainless steel tablespoons	60	Each				
131.	Stainless steel butter knives	60	Each				
132.	stainless steel 4 prong forks	60	Each				
133.	Wooden (pine) spatulas	40	Each				
134.	Silicone kitchen whisk, 30cm	5	Each				
135.	Electric hand mixer	2	Each				
136.	Dish Towels	40	Each				
137.	Plastic mixing bowls 2L	6	Each				
138.	12.5l black enamel pot	3	Each				
139.	silver 30cm diameter colander	2	Each				
140.	Non-stick standard baking tray, 50cmx40cm	4	Each				
141.	20cm diameter analogue clocks	20	Each				

142.	Standard stove with 4-plate and oven	2	Each				
143.	3-legged pot	1	Each				
144.	Non-stick Cookware Set, 8 piece	3	Each				
145.	154L Top Fridge freezer Metallic	1	Each				
146.	20L manual microwave	1	Each				
147.	330ml cups Mellerware	80	Each				
148.	BOOK: Luna Combo & Ask Me First Special by Yumna Sadan	1	Each				
149.	BOOK: A Little Spot of Emotion 8 Book Box Set (anger, anxiety, peaceful, happiness, sadness, confidence, love & scribble emotion) by Diane Alber	1	Each				
150.	BOOK: A Little Spot of Feelings 8 Book Box Set (empathy, frustration, calm, belonging, worry, boredom, flexible, thinking & feelings detective) by Diane Alber	1	Each				
151.	BOOK: An Elephant in the Living Room by Hastings & Typo	1	Each				
152.	BOOK: When My parents Forget How To Be Friends by Moore-Mallinos & Fabrega	1	Each				
153.	BOOK: A Family Is Like A Cake by Shonna Innes	1	Each				
154.	BOOK: The New Small Person by Lauren Child	1	Each				
155.	Diverse Hand Puppets by Child Therapy Tool Box	1	Each				
156.	BOOK: Diverse Child Therapeutic Stories by Child Therapy Tool Box	1	Each				
157.	BOOK: Metaphorical Stories for Child Therapy of Magic & Miracles by Pat Perricano	1	Each				
158.	BOOK: The 5 Love Languages by Chapman	1	Each				
159.	BOOK: Potty Training in 3 Days: The step-by-step plan for clean break from dirty diapers by Brucks	1	Each				
160.	BOOK: The Whole-Brain Child by Siegel & Payne Bryson	1	Each				
161.	BOOK: No-Drama Discipline by Siegel & Payne Bryson	1	Each				
162.	Magnetic Boards With Anatomically Correct Body Parts	2	Each				
163.	BOOK: The Autism Discussion Page on Stress, Anxiety, Shutdowns and Meltdowns by Bill Nason		Each				

164.	BOOK: The Autism Discussion Page on Anxiety, Behaviour, School and Parenting Strategies by Bill Nason	1	Each				
165.	BOOK: The Autism Discussion Page on The Core Challenges of Autism by Bill Nason	1	Each				
166.	BOOK: The Autism Discussion page on Identifying, Respecting and Stretching Comfort Zones by Bill Nason	1	Each				
167.	BOOK: What's The Fuss About ADHD by Belsham	1	Each				
168.	BOOK: Scattered Minds: The Origins and Healing of ADD by Gabor Mate	1	Each				
169.	BOOK: Cognitive Behaviour Therapy: Basics and Beyond 3rd Ed by Judith Beck	1	Each				
170.	BOOK: Dialectical Behaviour Therapy (DBT) Skills Training Manual by Linehan	1	Each				
171.	BOOK: Dialectical Behaviour Therapy (DBT) Skills Training Manual: Handouts & Worksheets by Linehan	1	Each				
172.	BOOK: Eye Movement Desensitisation and reprocessing (EMDR); The breakthrough eye movement therapy for overcoming anxiety, stress and trauma by Shapiro, Margot & Forrest	1	Each				
173.	BOOK: Significant Aspects of Client-Centred Therapy by Rogers	1	Each				
174.	BOOK: The Gestalt Therapy Book by Latner	1	Each				
175.	BOOK: Doing Supportive Psychotherapy by Battaglia	1	Each				
176.	BOOK: Learning Supportive Psychotherapy 2nd Ed by Winston, Rosenthal & Roberts	1	Each				
177.	BOOK: Mindfulness for Health: A Practical Guide To Relieving Pain, Reducing Stress & Restoring Wellbeing by Burch & Penman	1	Each				
178.	BOOK: Solution-Focused Therapy: Theory, Research & Practice by Macdonald	1	Each				
179.	BOOK: Narrative Therapy: Theories of Psychotherapy by Madigan	1	Each				
180.	BOOK: Grief Counselling & Grief Therapy, 5th Ed by Worden	1	Each				
181.	BOOK: The Body Keeps the Score: brain, Mind & Body	1	Each				

	in the healing of Trauma by Van Der Kolk								
182.	BOOK: The Theory & Practice of Group Psychotherapy, 6th Ed by Yalom & Leszcz	1	Each						
183.	BOOK: Inpatient Group Psychotherapy by Yalom	1	Each						
184.	BOOK: Contemporary Psychodynamic Psychotherapy: Evolving Clinical Practice by Kealy & Ogronczuk	1	Each						
185.	BOOK: The Pocket Guide To Crisis Intervention by Albert Roberts & Kenneth Yeager	1	Each						
186.	BOOK: Cognitive Behavioural Interventions with Psychotic Disorders by Gillian Haddock & Peter Slade	1	Each						
187.	BOOK: Suicidology and Suicide Prevention by Danuta Wasserman	1	Each						
188.	BOOK: The Guide to Interpersonal Psychotherapy: Updated & Expanded Edition by Weissman, Markowitz & Klerman	1	Each						
VAT									N\$
TOTAL PRICE									N\$
NAME:		POSITION:		SIGNATURE		DATE			
NAME OF BIDDER:				ADDRESS:					



The price shall be treated as firm in Namibian Dollars for all intent and purpose.

Key notes: **NA**=NOT APPLICABLE, **NQ**=NO QUOTE

SECTION IV: SPECIFICATIONS AND PERFORMANCE REQUIREMENTS

SECTION V: SPECIFICATIONS AND COMPLIANCE SHEET

Item No	Technical Specification Required		
A*	B*		
1			
Item No	Technical Specification Required	Compliance of Specification Offered Indicate comply/not comply C	Details of Non-Compliance/ Deviation (If applicable) D
A*	B*		
	LOT 1: CLINICAL DIAGNOSTIC TYMPANOMETER IMP440 MACHINE		
	☐ 220Hz and 1000Hz probe tone		
	☐ Eustachian tube function tests		
	☐ Ipsi and Contralateral Acoustic Reflex test		
	Clinical Diagnostic Tympanometer IMP440		
	LOT 1: MENTAL HEALTH REHABILITATION MATERIALS		
1.	Wall Mounted Projector Screen • Material: PVC Fabric + Aluminum • Product Size: 2.5 x 3 m • Provides minimum 16:9 aspect ratio		
2.	A5 Hardcover notebook, feint ruled, 24 pages • Manuscript books		
3.	Djembe Drums large • Large drums: ±40cm diameter wooden drums with animal hide or leather tops		
4.	Djembe Drums Medium • Medium drums: ±30cm diameter wooden drums with animal hide or leather tops • L22cmxW25cmxH40cm		
5.	Djembe Drums Small		

	• Small drum: ±20cm diameter wooden drums with animal hide or leather tops • Unique supporting decor • Hard to be seen elsewhere • L18cmxW18cmxH30cm		
6.	Maracas Music instrument • Unit: Pair • Dimensions (cm): L:27.5 W:7.5 H:4.5		
7.	Pandeiro • 10" Pandeiro African Brown Brass Jingles • Hand-hammered brass jingles • Internal lug tuning system • Siam Oak • Material: Wood • Weight: Approximately 126g • Width: 6cm • Height: 30cm • Depth: 3cm		
8.	Xylophone • IN Percussion 13 Note Soprano Diatonic Xylophone • Diatonic Scale • Includes Mallets		
9.	Plastic pot plants with trays, 1L Brown • Material Plastic • Style Plant Pots • Shape Round • Mounting Type Inside Mount • Dimensions 12.6"D x 14.96"W x 6.3"H(2L) 23D x 23W x 17.4H centimetres (5L) 32L x 25.5H x 32W (15L) 32cm Diameter 27cm depth 28cm base.		
10.	Gazebo • Bearing structure thick 30 X30mm • Size of gazebo 3 X4,5m • Weight 19Kg • Closed height 147cm • Comes with carrying bag and accessories • PVC coated • 100% waterproof • Opening accordion • Closed height (cm): 144 • Maximum total height (cm): 310 • Height adjustable passage min/max (cm): 172/310		

	Weight (Kg): 19		
11.	Public Address System 15" 100W Per Speaker 1x Powered Speaker with Bluetooth, USB/SD card reader, MP3 and FM Radio 1x Powered Speaker 2x Speaker Stands 1x Corded Microphone 1x Remote Control 2 sets of combo cables (power and signal). - Compatible with PARTY SUB 18 for extended BASS - Inputs - Bluetooth - MP3 - USB/SD Card - FM Radio Remote Included		
12.	Television (32inch FHD) - Screen Size 80cm (32") - Series 5 - Resolution 1,920 x 1,080 - HDR (High Dynamic Range) - HDR (High Dynamic Range) - Connectivity 2 - USB1		
13.	TV mounting bracket - Bracket Size Compatability 32-65 inch - Width 23 cm - Net Weight 1.27 kg - Height 3 cm - Gross Weight 1.27 kg - Length / Depth 49 cm		
14.	Relaxation Music CD		
15.	Meditation Music CD		
16.	Portable Radio - Output Channels 4,000 - Bluetooth Yes - USB 2.0 Ports 1 - USB 3.x Ports 0		

	Auxiliary Audio Input : Yes		
17.	• Projector • LCD: Native Resolution: XGA (1024 x 768) • Size: 0.55" (C2fine)Lightsource: Type: 210W UHE • Life (Normal / Eco): 6,000 / 12,000 hours • Aspect Ratio: 4:3Projection Lens: F • Number: 1.49 – 1.72 • Type: Optical Zoom (Manual) / Focus (Manual) • Focal Length: 16.90 – 20.28 mm • Zoom Ratio: 1 – 1.2 • Throw Ratio 1.48 – 1.77 (Wide to Tele)		
18.	• Tripod Projector Screen • 2440x1850mm • Adjustable stand • The screen hook has different angle positions for keystone adjustment		
19.	• Magnetic White Board (1200 x 900) • Magnetically receptive Steel surface. • Concealed mounting (wall screws and masonry plugs supplied, 6mm). • Additional mounting brackets for boards larger than 1500mm. • Slide-in aluminium pentray		
20.	• Blackboard • Size 60 x 40 cm • Weight 1.35 kg • Dimensions 600mm(L) x 400mm(W) x 910mm(H)		
21.	• Blackboard duster • Green Felt • 150x35mm		
22.	• Bluetooth portable speakers • Output 20W, • music playing time = 15 hrs, • dynamic frequency = 55hz- 20khz, • bluetooth • 3.5mm audiocable • waterproof, • 136 x 288 x 132mm, • weight = 2393g, • power supply= 19V or 3Amp, • woofer = 2 x 2.75"		
23.	• Steel soccer goal frame 7.3m x 2.5m • 18' x 6.5' Goal Front		

	6' Base Depth 2' Top Shelf Depth 2" Heavy-Duty Steel 13-Gauge Go - Approximately 64kg - Premium-Quality White Powder Coat - UV Protection 100% Steel Frame		
24.	Polyethylene 3mm braided soccer nets for 7.3x2.5 frame - Size: 7.3m x 2.5m x 2.5m - Set of 2 nets - Mesh hole size: 10cm x 10cm - Mesh braid thickness: 2.5mm		
25.	Tug of war rope - Manila rope - The rope is 5 meters long and 3.8cm thick.		
26.	Whistles - No moving parts to freeze, jam or deteriorate - Comes with free neck lanyard - The thermoplastic material		
27.	Volleyballs - Match ball quality - Butyl Bladder - Extremely resistant and durable - Coloured design		
28.	Volleyball Nets - Offers 3 playing heights: Men(2.43m), Women(2.24m) & Co-Ed(2.34m) 0.91m drop height x 9.75m length net 6mm pull down guyline set with tension rings 44mm diameter, telescoping, 2piece, aluminium poles 6mm Pre-measured boundary lines with hand-winder (9.14m x 18.28m court dimensions) 4 x 25cm Steel stakes - Carrying bag with full zipper and straps		
29.	Basketball hoops with nets - Backboard: 45cm x 30cm - Spring action steel rim - Easy mounting via foam-padded slide-on door brackets		
30.	Basketballs has an all-surface performance composite cover that is equipped for hardwood, concrete or asphalt surfaces which provides superior durability		

31.	Soccer Balls • training type ball • Butyl rubber ball bladder type • 60% rubber/15% polyurethane/13% polyester/12% EVA		
32.	Sports ball air pump • The dual-action design delivers effective air compression and includes an extension hose with needle.		
33.	Netball balls • Great quality rubber surface • Cotton lamination • Duragrip pimple configuration • Latex bladder		
34.	Netball ring and net • Ring size- 46cm in diameter • Hollow Metal Tube: 16mm*0.8mm • 1 Set hardware for assembly • Product requires self-assembly		
35.	Boxing gloves, medium • Velcro closure • Synthetic leather shell		
36.	Punching Bag • Develop punches and conditioning • 12kg • 65cm in length • 28cm diameter		
37.	Boxing Wall Bracket • 1.2m distance from the wall to the hanging point of the bag		
38.	Table Soccer • Weight: 60kg • Size: 142 (l) x 75 (w) x 87.5 (h) cm		
39.	Table Tennis • Top Thickness: 6mm • Top Material: Aluminium Composite • Frame Thickness: 30 x 20mm • Wheels: Yes, with clamp-lock • Weight: 82kg • Safety Lock: Yes • Open Size: 2740 x 1525 x 760mm		
40.	Yoga Mat • 173cm x 60cm		

	• Lightweight - easy to carry • Comfortable and durable • Can also be used for floor exercises • Waterproof • Lightweight carry bag included, with shoulder strap • Premium quality PVC • Size 173cm x 60cm x 0.6 cm		
41.	Stress Relieving Balls • Material: Polyurethane • Size: 2,5"		
42.	Netball bibs • 100% Nylon micro mesh vests • Durable fabric that does not tear • Easy to put on and take off		
43.	Gumboots • 11" ordinary Black PVC/ Rubber Gumboots, • non-steel • 5 x size 7, 5 x size 8, 10 x size 9, 10 x size 10, 5 x size 11, 3 size 12, 2 x size 13		
44.	Seed packets • 75g packets, • 10 x Swiss chard spinach, 10 x tomato Heinz, 10 x kuroda carrot, 10 x Texas Grano onions, 10 x kale choumoellier		
45.	Hose Pipe • 12mmx20m Mercury green hosepipe with fittings • Made from high-grade materials which are hard-wearing and flexible. • High resistance to pressure. • Lightweight 3-ply construction with cross-woven reinforcement is kink-resistant and durable. • Length 20m • Hose diameter 12mm (1/2")		
46.	Watering Cans • 10 L watering can Rebrand • Dimensions: 62 x 39 x 32cm • Weight: 0.06kg • Material: Plastic		
47.	Digging spade • Blade width: 230mm • Handle length: 760mm		
48.	Garden Hoe		

	• Handle Length: 54 inch • Handle Material: Wood Handle • Head Length: 7 inch • Head Width: 6 inch • Hoe Type: Garden		
49.	Garden Forks • Metal hilt • 4 prong		
50.	Wheelbarrow • Steel frame on a polypan with solid wheel. • Medium duty. • Suitable for garden and construction use.		
51.	Water Tank • 2500L Round Poly Rain Water tank. • Greater thickness of polymer at the bottom of the tank to support pressure of water. • Black inner foodgrade liner to prevent algae growth.		
52.	Gutter sweeper • Size: 12 INCH • Brush Type: GUTTER SWEEPER • Material: PVC • Height: 1.0 (CM) • Width: 1.0 (CM) • Length: 1.0 (CM)		
53.	Hedge Shear • durable polypropylene handles with hardened • tempered blades made from high quality carbon steel. for trimming hedges, bushes, shrubs and lawn. • size: 600mm • material: carbon steel		
54.	Garden Rake • Suit requirements in both domestic and commercial applications • Length: 1300mm		
55.	Overalls sizes Polycotton • standard blue overall uniforms, • 2 piece, • 10 x size 44; 10 x size 42; 10 x size 40; 10 x size 38; 10 x size 36		
56.	Textiles • 10 Yards Fabric Textile • 63 Inches Wide		

	• Roll Fabric • Suitable for Backing Material, Quilting, Sewing, Draping • 10 x unbleached cotton • 2 x red • 2 x blue • 2 x green • 2 x black • 2 x yellow		
57.	Beads • round, • wooden • 9mm diameter size, • 50 beads per packet		
58.	Garden Net • 40% green net, • 3 meter wide, • 65 meter long		
59.	Pliers • 6 inch long nose		
60.	Sewing Machine • Industrial Zig Zag Sewing Machine 12mm. • Back stitching by independent adjustable and variable forward and reverse feed system. • Adjustable stitch width. • Adjustable stitch length. • Drop feed type and reverse feed by hand lever. • Convertible to satin stitch, zig zag or straight stitching. • Built-in bobbin winder. • Max speed 2,000 spm 12mm zig zag width 5mm max stitch length.		
61.	Sewing Thread • Polyester. • 400 yards per spool of thread. • 5 x dark Blue. 15 x black. 15 x white. 15 x shades of grey. 8 x shades of red. 5 x shades of yellow. 5 x shades of pink. 2 x orange. 10 x shades of blue. 5 x shades of green. 15x shades of brown.		
62.	Measuring Tapes for sewing • Used for measuring head, arm, waist and leg circumference • Retracts Automatically • Capacity for each model - 201CM: 0 - 150 cm 201IN: 0 - 78 inches • Graduation for each model - 201CM: 1 mm 201IN: 1/8 inch		

	• Dimensions - 2 1/2 inch x 3 3/4 inch x 1 inch		
63.	Garden poles • Creosote garden poles, 10cm diameter, 2m height		
64.	One-Step Hairdryer & Styler • 4.1 x 11.5 x 10.25 inches; • Weight: 712g		
65.	Blow Hairdryer • Professional AC hairdryer. • 2000 W. 2 speed and 2 heat settings. • Cool shot. 6 mm styling nozzle.		
66.	Blowout Radial Brushes • 34mm		
67.	Manicure/Pedicure set • Continuously adjustable, clockwise/anti-clockwise rotation Incl. • 10 high-quality professional attachments: Sapphire cone Felt cone Sapphire wheel, fine Cylindrical cutter Flame-shape cutter Sapphire cutter, round Nail cutter Sapphire cone, long and coarse Sapphire wheel, coarse Sandpaper attachment Incl. • 10 single-use attachments made from sandpaper Replacement single-use attachments made from sandpaper 10 units. • 3.65 x 15.8 x 3.5cm		
68.	Bay Area, Functional Performance evaluation (BAPFE) • Task-oriented assessment, social interaction scale (2nd ed). Kit consists of 1 manual (vi, 90 p.) • 5 task sheets • 1 bibliography (3 leaves) • 1 block sheet • 1 sample floor plans sheet • 1 rooms list • 1 [money] instructions sheet - all in 1 binder • 11 score/assessment sheets • 10 plastic glasses • 9 blocks • 1 pkg. sea shells • 1 ruler, 1 pencil • 8 colour markers • all contents, including binder, in one case		
69.	Evaluation of Social Interaction (Fisher & Griswold, 2008) • Evaluation kit		
70.	Brief cognitive status exam		

	BCSE complete Kit: Includes Scoring Template (Print), Administration/Stimulus Booklet (Print), and 25 Record Forms (Print)		
71.	Allen Cognitive test ACLS - 5 (Allen Cognitive level Screen) (5th version)		
72.	Test of Everyday Attention (TEA) - Age range (18 - 80years). - TEA Complete Kit includes Manual (Print), 25 Record Forms (Print), Administration Book (Print), Stimulus Cards and Maps (Print), USB which includes aural test material and training		
73.	Cognitive assessment of Minnesota (CAM) Cognitive Assessment of Minnesota Kit Includes Examiner's Manual (Print), 8 Test Cards (Print), 25 Score Booklets (Print), Vinyl Carrying Case		
74.	Validity indicator profile - VIP Q-global Profile Report Qty 1 (Digital) - Includes report only; key entry from the paper Answer Sheet		
75.	Personality Assessment Inventory Full Kit - PAI Comprehensive Kit - includes PAI Professional Manual, 2nd Ed.; 2 Hardcover Reusable Item Booklets; 2 Administration Folios; 25 Form HS Answer Sheets, 25 Profile Forms Adults-Revised, and 25 Critical Items Forms-Revised		
76.	Miller Forensic Assessment Symptom Test both Introductory and Professional Kits - M-FAST Introductory Kit - includes M-FAST Professional Manual and 25 Interview Booklets		
77.	Neurological Assessment Battery Full Kit - RBANS (Repeatable Battery for the Assessment of Neuropsychological Status Update) - Update Forms A-D Combo Kit Includes Stimulus Books A-D (Print), Coding Templates A-D and Manual (Print); designed for Clinical Trials or Research where Record Forms will be acquired in alternative formats		
78.	16pf Questionnaire Sixteen Personality Factor Questionnaire Fifth Edition Includes Manual (Print), 2 Answer Sheets (Print), 1 Test Booklet (Print), and 2 report usages		
79.	Hirebright Cognitive Ability Test - online tool (H-CAT) - The process of procuring the H-CAT test starts with emailing/contacting Yolanda Grobler (the founder of H-CAT) and requesting a Quotation for the 35x H-CAT tests. - Once the payment is done, the tests is uploaded as credit on an online portfolio which could be used as the need arises.		
80.	Paintbrushes Synergy paint Brushes with flat bristle brush and long matt handles. Interlock synthetic hair with a firm flex for oil and acrylic Individual filaments soft enough		

	to use with inks and water based media.		
	Size 1x10. Size 2x20. Size 3x10. Size 4x20. Size 5x10. Size 6x20. Size 7x10. Size 8x20. Size 9 x 20. Size 10x20. Size 11x20. Size 12x20.		
81.	Glue Stick 43g - Suitable and safe for children, nontoxic - Will not cause the paper to wrinkle - Will not dry out due to the airtight cap and tube system - Solvent Free - Washable		
82.	Craft glue, 5L - Very good adhesion and high performance. - Temperature resistant up to + 70. - D1 & D2 strength according to DIN EN 204. - Transparent when dry.		
83.	White posters, A1 size Available in bright, filbert and round		
84.	Art paper, A4 - A4, 20 sheets per pack - recycled brown kraft paper with a fine tooth 20 sheets per pad 175gsm weight paper		
85.	A4 paper - mixed colour packs, 20 sheets per pack - Colour: Assorted 50 per pack 160 gsm - A4 Paper size 5 sheets per colour		
86.	8-piece jumbo wax crayons - Jumbo Wax Crayon 14mm, 8 / 9pc - Non Toxic		
87.	Powder paint 250g - Powder paint. 250g containers. - DALA. Red x 15. Blue x 15. Yellow x 15. Green x 15. Black x 15. White x 5.		
88.	Magazines - YOU x 20 (<i>Various weekly versions</i>); - Huisgenoot x 20 (<i>Various weekly versions</i>). - Farmers weekly x 20 (<i>Various monthly versions</i>).		

	• Landbou Weekblad x 20 (<i>Various Monthly versions</i>). • ROOI ROSE x 20 (<i>Various monthly versions</i>). • TUIS x 20 (<i>Various monthly versions</i>). • SARIE x 20 (<i>Various monthly versions</i>). • CAR x 30 (<i>Various monthly versions</i>)		
89.	White Board Markers • 92% Recycled plastic • Bullet tip • Refillable • Liquid ink • Wallet of 6 colours : Black , Red , Blue , Green , Violet , Orange		
90.	Clear Nylon Mono Filament Fishing Line (600m) • Length 600m Spool • Water Repellent Resin Process • Stronger, Longer Lasting Fishing Line		
91.	Water based paint (1 Liter tins) • Semi Matt; water based paint, PVA, (1 Liter tins). • Off-White/Egg shell x 5. Light Grey x 5. Darker Grey x 5. Light brown x 5. Olive Green x 5. Beige x 5. Tuscan Red x 5. Mustard Yellow x 5. Turquoise Blue x5. Blush Pink x 5. Bright Peach x 5. Dark Blue x5. Silver x5.		
92.	7 cm long sewing needle		
93.	Heavy duty laundry basin, 25l • Weight 0.39 kg • Dimensions 385mm(L) x 315mm(W) x 145mm(H)		
94.	Wood glue, 5L • Flexible glue line • Non-toxic & Low odour • Short clamping time • Cleans up in water • Precise application, No mess • Multi-purpose use		
95.	Bonded nylon leather thread • Waxed Thread for hand sewing leather products. • 1mm thickness x 10 rolls. • Light Brown x 3. Dark Brown x 4. Black x 3.		
96.	Sand Tray • Basic wooden or plastic sand tray with lid. • Tray exterior measures about 19.5 x 28.5 x 3.5 inches		
97.	Emotion Cards • around 55 cards in a pack.		

	Cards display various emotions in colour pictures.		
98.	Knitting Needles 8 mm thickness		
99.	Crochet Needles 4mm thickness		
100.	Wool 100g skein. 4mm thickness. 15 skeins in one pack.		
101.	Assorted Clay - modelling clay in air-tight containers of 80g. - Assorted colours packaged together.		
102.	The Magic of Play Therapy Kit - A complete, well-thought-out portable play therapy toy kit. - Includes duffel bag, travel dollhouse, play therapy toys, games, and dolls.		
103.	Art Therapy: Mandalas: 100 Designs for Colouring In & Meditation - Hardcover book named: "Art Therapy: Mandalas". - Contains 100 x mandala designs.		
104.	Play Alphabet Mats - Puzzle foam play mat with alphabet letters on each square puzzle piece. - Non-slip. 30cm x 30cm x 1.5 cm thickness.		
105.	Acrylic paint Yellow x3. Red x3. Light blue x3. Dark Blue x3. White x3. Black x3. Green x3. Pink x3. Orange x3. Brown x3.		
106.	Chess game set - Board size: 44cm x 44cm with 5cm squares. - King height: 8.7cm with 3.5cm base. Chess set weight: 0.6 kg		
107.	Playing Cards set - Material: Plastic - Size 63mm x 88mm - Weight 140 g/box - Number of cards: 54 Cards		
108.	Puzzles - Suitable for age 3+ 5 x 12 piece, 5 x 24 piece, 8 x 36 piece, 7 x 150 piece, 5 x 500 piece, 5 x 1000 piece		
109.	Twister game set - Gamepad size: 160x110cm - Material: Plastic		

	• Age group: above 6 years old		
110.	Pictionary game set • Suitable for ages 8 and above • Weight: 0.58kg • Dimensions: 26.5cm x 4.5cm x 26.75cm • Hardboard boardgame set		
111.	30 Seconds game set • Suitable for ages: 7 years and older • For 4+ players • Hardboard boardgame set		
112.	Dominoes game set • 28 Piece Double-Six Ivory Domino Tiles Set • 1+ players • Age: 3 Years and above • Storage Box with Slide on Lid makes packing away easy • Dimensions of Box: 14.5(W) x 4.5(L) x 2.5(D)cm		
113.	Wooden Stack Up Blocks game set • Contains 54 solid wood blocks. • Instructions supplied in Afrikaans and English. • For 1+ players		
114.	Rummikub game set • Dimensions: 27cm x 27cm x 5cm • Weight: 1.5kg • Suitable for ages 7 years and older		
115.	UNO card game set • Instructions included		
116.	Snakes and ladders game set • Hardboard boardgame set • Dimensions: 25cm		
117.	Prima 50 Game game set • 50 games compendium • Includes a range of games including chess, draughts, ludo, space travel bingo, four, bowling, star baseball, playing cards, poker dice, dominoes and many more.		
118.	Ludo game set • Playing board opens to 26 cm and folds easily for compact storage • Playing board is made from thick and durable wood for hours		
119.	Ring toss game set • Size: L38 x H36 x W11cm • Material: Wood		

120.	Monopoly game set • Weight: 0.97kg • Dimensions: 267mm x 400mm x 400mm		
121.	Fingerboard • Official Finger Board Size 730mm x 730mm • Flick goons with your finger • Goons made in a superior plastic to allow for maximum glide • Designed for 4 players • The Fingerboard set includes two pucks for two different teams of discs.		
122.	The Color Monster Board Game • Dimension package: 30 x 30 x 4 cm • Suitable for: From 3 years • Language: English • Material: paper • Game Duration: 20 minutes • Number of players: 2-5		
123.	Anger Management Box • 5 instruction cards, • 2 tubs of air dry putty, • Deck of 52 anger management cards, • 50 sheets assorted color origami paper, • DIY wooden catapult, • 50 sheet bad mood buster notepad		
124.	Ungame for All Ages game set • Great ice-breaker or a serious exchange of thoughts, feelings and ideas. • Ages 5 to Adult, 2 to 6 Players. • Dimensions 25 x 127 x 96mm • Weight 0.208kg		
125.	Scrabble Original game set • High-quality letter tiles and hardboard • For 2-4 players • Suitable Ages: 10 years and older		
126.	Colouring Books • 10 x 100pages colouring book, suitable for children aged 3 – 12, simple pictures • 10 x 100 pages colouring book, suitable for children over 12, complex pictures		
127.	Stainless steel cookware set (set of 4 pots) • 18 cm Casserole with Lid • 20 cm Casserole with Lid • 22 cm Casserole with Lid • 22 cm Casserole with Lid		

128.	30 cm, non-stick frying pans • Non-stick		
129.	Stainless steel teaspoons • heavy-duty and durable. • Size: 15 cm		
130.	Stainless steel tablespoons • Stainless steel, highly durable		
131.	Stainless steel butter knives • Stainless steel		
132.	stainless steel 4 prong forks • Material: Stainless Steel		
133.	Wooden (pine) spatulas		
134.	Silicone kitchen whisk, 30cm • Brushed steel • The silicone is heat resistant up to 230 degree Celsius		
135.	Electric hand mixer • 5 - 7 speed-settings and 260-watt motor: • 4 stainless steel accessories: Chrome Beater×2, Dough Hook×2 • Voltage 230-240V ~ 50/60Hz • Size: 18 cm x 11cm x 7cm Weight: 1 kg		
136.	Dish Towels • 100% pure cotton • Dimensions: 16 inches wide x 26 inches long Care instructions:		
137.	Plastic mixing bowls 2L • curved base of bowl • tops H10.9cm x W23.2cm x D23.2cm x D23.2cm • Material Polypropylene Tesco Home Made from 100% Food Grade & BPA-Free clear virgin plastic		
138.	12.5l black enamel pot • used indoors as well as outdoor • suitable for gas stove and for cooking on direct fire		
139.	silver 30cm diameter colander • Dimensions: 255cm x 310cm x 110cm • Weight: 140g		
140.	Non-stick standard baking tray • 4mm Silver non stick double coating • Dimensions: 38.5cm x 27.3cm x 1.5cm • Weight: 400g		
141.	Round analogue clocks • Dimensions Height: 22.5 (CM) Width: 20.5 (CM) Length: 65.0 (CM)		

142.	Standard stove with 4-plate and oven - Accessories: 1 CHROME PLATE OVEN SHELF Oven Type: STATIC - Functions: ALLOW SMOOTH OPENING OF DOORS Interior - Material: EASY CLEAN ENAMEL OVEN - Capacity: 57 LITRE - No Of Plates: 4 SOLID PLATES - Dimensions Height: 92.45 (CM) Width: 67.05 (CM) Length: 54.61 (CM)		
143.	3-legged pots - Brand: Best Duty - Type: 3 Legged - No. ¼ - Size: 0.7L - Weight: 1.5Kg		
144.	Non-stick Cookware Set, 8 piece - Non-stick cookware set - Includes: 16cm Sauce Pan, 20cm Casserole Pot, 24cm Casserole Pot, 24cm Frying Pan, X3 Precision-Fit Tempered Glass Lids		
145.	154L Top Fridge freezer Metallic 154L - Energy Rating: A - Height: 51.0 (CM) Width: 52.0 (CM) Length: 53.5 (CM)		
146.	20L manual microwave - Capacity: 20 Litres Microwave Power - Output: 700 Watts - Manual Timer Cooking End Signal - Painted Steel Cavity		
147.	330ml cups Mellerware - High Quality - Hot & Cold Beverages - BPA free plastic - Easy to Clean - Fully Recyclable		
148.	BOOK: Luna Combo & Ask Me First Special by Yumna Sadan 2020, 1st Edition		
149.	BOOK: A Little Spot of Emotion 8 Book Box Set (anger, anxiety, peaceful, happiness, sadness, confidence, love & scribble emotion) by Diane Alber 2020, 1st edition		
150.	BOOK: A Little Spot of Feelings 8 Book Box Set (empathy, frustration, calm, belonging, worry, boredom, flexible, thinking & feelings detective) by Diane Alber 2021, 1st edition		

151.	BOOK: An Elephant in the Living Room by Hastings & Typo • 1994, 1st edition		
152.	BOOK: When My Parents Forget How To Be Friends by Moore-Mallinos & Fabrega • 2005, 1st edition		
153.	BOOK: A Family Is Like A Cake by Shonna Innes • 2020, 2nd edition		
154.	BOOK: The New Small Person by Lauren Child • 2015, 1st edition		
155.	Diverse Hand Puppets by Child Therapy Tool Box • 2021, 1st edition		
156.	Diverse Child Therapeutic Stories by Child Therapy Tool Box • 2021, 1st edition • Includes the following stories: The Big Heavy Cloud, Squirly and the Acorns, Priscilla the Pig, Invisible Hula Hoop, Speedy & his friends, The Worry Pot, the Confused Ducklings, The Monkey Bunch, the Flower Patch, the Secret, Big Circles Small Circles, Something Scary Happened, the Squeeling Squirrel, the Brave Little Birds, Grizz the Grizzly Bear, My growing Family, Maybe it's Not That Scary, The fastest fly catching Frog around, The Lilly floated Away, Maybe I'm a Rainbow, The angry Feeling		
157.	BOOK: Metaphorical Stories for Child Therapy of Magic & Miracles by Pat Pernicano • 2010, 1st edition		
158.	BOOK: The 5 Love Languages by Chapman • 2010, Reprint edition		
159.	BOOK: Potty Training in 3 Days: The step-by-step plan for clean break from dirty diapers by Brucks • 2016, 1st edition		
160.	BOOK: The Whole-Brain Child by Siegel & Payne Bryson • 2012, 1st edition		
161.	BOOK: No-Drama Discipline by Siegel & Payne Bryson • 2016, 1st edition		
162.	Magnetic Boards with Anatomically Correct Body Parts • 24 magnetic pieces with storage tray		
163.	BOOK: The Autism Discussion Page on Stress, Anxiety, Shutdowns and Meltdowns by Bill Nason • 2019, 1st edition		
164.	BOOK: The Autism Discussion Page on Anxiety, Behaviour, School and Parenting Strategies by Bill Nason • 2020, 1st edition		

165.	The Autism Discussion Page on The Core Challenges of Autism by Bill Nason • 2020, 1st edition		
166.	The Autism Discussion page on Identifying, Respecting and Stretching Comfort Zones by Bill Nason • 2020, 1st edition		
167.	BOOK: What's The Fuss About ADHD by Belsham • 2012, 1st edition		
168.	BOOK: Scattered Minds: The Origins and Healing of ADD by Gabor Mate • 2019, 1st edition		
169.	BOOK: Cognitive Behaviour Therapy: Basics and Beyond 3rd Ed by Judith Beck • 2020, 3rd edition		
170.	BOOK: Dialectical Behaviour Therapy (DBT) Skills Training Manual by Linehan • 2014, 2nd edition		
171.	BOOK: Dialectical Behaviour Therapy (DBT) Skills Training Manual: Handouts & Worksheets by Linehan • 2014, 2nd edition		
172.	BOOK: Eye Movement Desensitisation and reprocessing (EMDR); The breakthrough eye movement therapy for overcoming anxiety, stress and trauma by Shapiro, Margot & Forrest • 2016, Updated edition		
173.	BOOK: Significant Aspects of Client-Centred Therapy by Rogers • 2013, 1st edition		
174.	BOOK: The Gestalt Therapy Book by Latner • 1973, Revised edition		
175.	BOOK: Doing Supportive Psychotherapy by Battaglia • 2019, 1st edition		
176.	BOOK: Learning Supportive Psychotherapy 2nd Ed by Winston, Rosenthal & Roberts • 2019, 2nd edition		
177.	BOOK: Mindfulness for Health: A Practical Guide To Relieving Pain, Reducing Stress & Restoring Wellbeing by Burch & Penman • 2013, 1st edition		
178.	BOOK: Solution-Focused Therapy: Theory, Research & Practice by Macdonald • 2011, 2nd edition		
179.	BOOK: Narrative Therapy: Theories of Psychotherapy by Madigan • 2010, 1st edition		
180.	BOOK: Grief Counselling & Grief Therapy, 5th Ed by Worden • 2018, 5th edition		
181.	BOOK: The Body Keeps the Score: brain, Mind & Body in the healing of Trauma by Van Der Kolk • 2015, Reprint edition		

182.	BOOK: The Theory & Practice of Group Psychotherapy, Yalom & Leszcz • 2020, 6th edition		
183.	BOOK: Inpatient Group Psychotherapy by Yalom • 2020, 6th edition		
184.	BOOK: Contemporary Psychodynamic Psychotherapy: Evolving Clinical Practice by Kealy & Ogrodniczuk • 1983, 1st edition		
185.	BOOK: The Pocket Guide to Crisis Intervention by Albert Roberts & Kenneth Yeager • 2009, Illustrated edition		
186.	BOOK: Cognitive Behavioural Interventions with Psychotic Disorders by Gillian Haddock & Peter Slade • 1995, 1st edition		
187.	BOOK: Suicidology and Suicide Prevention by Danuta Wasserman • 2021, 2nd edition		
188.	BOOK: The Guide to Interpersonal Psychotherapy: Updated & Expanded Edition by Weissman, Markowitz & Klerman • 2017, Updated edition		

Bidders should complete columns C and D with the specification of the goods offered. Attach detailed technical literature as stated in the requirements. Authorise the specification offered in the signature block below.

Specifications and Compliance Sheet Authorised By:

Name:		Signature:	
Position:		Date:	
Authorised for and on behalf of:		Company	

SECTION VI: GENERAL CONDITIONS OF CONTRACT AND CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods (Ref. **G/RFQ-GCC**) *(available erat public entities physical address/website: Insert Public Entity address/website)* except where modified by the Special Conditions below.

SECTION VI: CONTRACT AGREEMENT

Any resulting contract shall be placed by means of a Purchase Order and shall be subject to the General Conditions of Contract (GCC) for the Procurement of Goods except where modified by the Special Conditions below.

SECTION VIII: SPECIAL CONDITIONS OF CONTRACT

The clause numbers given in the first column correspond to the relevant clause number of the GCC.

Subject and GCC clause reference	Special Conditions
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Subject and GCC clause reference	Special Conditions
Site GCC 1.1(m)	The Site/final destination for delivery of the Goods is: Intermediate Hospital Onandjokwe
Incoterms Edition GCC 4.2(b)	Incoterms shall be governed by the rules prescribed in Incoterms 2010.
Notices GCC 8.1	Any notice shall be sent to the following addresses: For the Ministry, the address and the contact name shall be: Private Bag 13198, Windhoek Attention: Mr. K. Hangero For the Supplier, the address and contact name shall be: _____ _____
Delivery and Documents GCC 13.1	The Goods are to be delivered within _____ days from the date of the Purchase Order. The bidder to ensure that goods are received undamaged. The documents to be furnished by the Supplier are: (a) Signed delivery note; and first Invoice for payment.
Terms of Payment GCC 16.1	The structure of payments shall be: full payment following delivery of the Supplies and submission of an invoice.
Terms of Payment GCC 16.3	Payments shall be made not later than sixty (60) days after submission of an invoice and its certification by the Purchaser.
Terms of Payment GCC 16.4	The currency of payment shall be the currency of order specified in the List of Goods, Price Schedule and Product details in the Statement of Requirements.
Performance Security GCC 18	(i) No performance security is required
Packing GCC 23.2	The packing, marking and documentation within and outside the packages shall be: product name, quantities
Insurance GCC 24	The bidder bears the cost of insurance
Transportation GCC 25	The Goods shall be delivered: Delivery Duty Paid
Inspection and Tests GCC 26	Testing and commissioning of goods shall be at the supplier's expense
Liquidated Damages GCC 27	Liquidated damages for the whole contract are 1% per week. The maximum amount of liquidated damages for the whole contract is 5% of the final contract price.
Warranty GCC 28.3	For item 1, the minimum period of warranty/shelf life shall be ____ For item 2, the minimum period of warranty/shelf life shall be ____ For item 3, the minimum period of warranty/shelf life shall be ____

SCHEDULE 3: QUOTATION CHECKLIST SCHEDULE

Supplier Name: _____

Description	Attached	Not Attached
Quotation Letter		
List of Goods and Price Schedule		
Specification and Compliance Sheet		
Evidences for conformity of Goods		
Mandatory Documentations		

***Disclaimer:** The list defined above is meant to assist the Bidder in submitting the relevant documents and shall not be a ground for the bidder to justify its non-submission of major documents for its quotation to be responsive. The onus remains on the Bidder to ascertain that it has submitted all the documents that have been requested and are needed for its submission to be complete and responsive.*

BID SECURING DECLARATION
(Section 45 of Act) (Regulation
37(5) and 56(2))

Date:

To: Ministry of Health and Social Services

I/We* understand that in terms of section 45 of the Act a public entity must include in the bidding document the requirement for a declaration as an alternative form of bid security.

I/We* accept that under section 45 of the Act, I/we* may be suspended or disqualified in the event of

- (a) **a modification or withdrawal of a bid after the deadline for submission of bids during the period of validity;**
- (b) **refusal by a bidder to accept a correction of an error appearing on the face of a bid;**
- (c) **failure to sign a procurement contract in accordance with the terms and conditions set forth in the bidding document, should I/We* be successful bidder; or**
- (d) **failure to provide security for the performance of the procurement contract if required to do so by the bidding document.**

I/We* understand this bid securing declaration ceases to be valid if I am/We are* not the successful Bidder

Signed:
 [insert signature of person whose name and capacity are shown]

Capacity of:
 [indicate legal capacity of person(s) signing the Bid Securing Declaration]

Name:
 [insert complete name of person signing the Bid Securing Declaration]

Duly authorized to sign the bid for and on behalf of: [insert complete name of Bidder]

Dated on _____ day of _____, _____
 [insert date of signing]

Corporate Seal (where appropriate)

[Note*: In case of a joint venture, the bid securing declaration must be in the name of all partners to the joint venture that submits the bid.]

***delete if not applicable / appropriate**

Bid Submission Form

The Bidder must prepare the Bid Submission Form on stationery with its letterhead clearly showing the Bidder's complete name and address and this is mandatory.

Date: _____

Bidder's Reference No.: _____

Procurement Reference No.

To:

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Documents, including Addenda issued in accordance with Instructions to Bidders (ITB) Clause 10;
- (b) We offer to execute in conformity with the Bidding Documents the following Works:
_____;
- (c) The total price of our Bid after discounts, if any, offered in item (d) below is:

_____;
- (d) The discounts offered and the methodology for their application are:

_____;
- (e) Our bid shall be valid for a period of **90** days from the date fixed for the bid submission deadline in accordance with the Bidding Documents, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- (f) We hereby confirm that we have read and understood the content of the Bid Securing Declaration attached hereto and subscribe fully to the terms and conditions contained therein, if required. We understand that non-compliance to the conditions mentioned may lead to disqualification.
- (g) If our bid is accepted, we commit to obtain a Performance Security and a Preference Security (if applicable) in accordance with the Bidding Document;
- (h) We, including any subcontractors or suppliers for any part of the contract, do not have any conflict of interest in accordance with ITB 5.2;
- (i) We are not participating, as a Bidder in more than one bid in this bidding process other than alternative offers submitted in accordance with ITB 15;
- (j) Our firm, its affiliates or subsidiaries, including any Subcontractors or Suppliers for any part of the contract, has not been declared ineligible under the laws of Namibia;
- (k) We are not a government owned entity / We are a government owned entity but meet the requirements of ITB 5.4;¹

¹ Use one of the two options as appropriate.



Republic Of Namibia

Ministry of Labour, Industrial Relations and Employment Creation

Written undertaking in terms of section 138 of the Labour Act, 2015 and section 50(2)(D) of the Public Procurement Act, 2015

1. EMPLOYERS DETAILS

Company Trade Name:.....

Registration Number :.....

Vat Number:

Industry/Sector:

Place of Business:.....

Physical Address:.....

Tell No.:.....

Fax No.:.....

Email Address:.....

Postal Address:.....

Full name of Owner/Accounting Officer:.....

.....

Email Address:.....

2. PROCUREMENT DETAILS

Procurement Reference No.:

Procurement Description:

.....

.....

Anticipated Contract Duration: **Strictly to 30 calendar days/1 calendar month**.....

Location where work will be done, good/services will be delivered:

.....

3. UNDERTAKING

I [insert full name], owner/representative

of[insert full name of company]

hereby undertake in writing that my company will at all relevant times comply fully with the relevant provisions of the Labour Act and the Terms and Conditions of Collective Agreements as applicable.

I am fully aware that failure to abide to such shall lead to the action as stipulated in section 138 of the labour Act, 2007, which include but not limited to the cancellation of the contract/licence/grant/permit or concession.

Signature:

Date:

Seal:

Please take note:

1. A labour inspector may conduct unannounced inspections to assess the level of compliance
2. This undertaking must be displayed at the workplace where it will be readily accessible and visible by the employees rendering service(s) in relations to the goods and services being procured under this contract.

SECTION I: INSTRUCTIONS TO BIDDERS

1. Rights of Public Entity

The Ministry reserves the right:

- (a) to split the contract as per the lowest evaluated cost per item, and
- (b) to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

2. Preparation of Quotations

You are requested to quote for the items mentioned in Section III by completing, signing and returning:

- (a) the Quotation Letter in Section II
- (b) the List of Goods and Price Schedule Section III;
- (c) the Specifications and Compliance Sheet in Section V; and
- (d) any other attachment deemed appropriate.

You are advised to carefully read the complete Request for Sealed Quotations document, including the Special Conditions of Contract in Section VII, before preparing your quotation. The standard forms in this document may NOT be retyped for completion by the Bidder. The use of correctional fluid (Tipex) is prohibited and each page of the bidding document must be initialled.

3. Validity of Quotations

The Quotation validity period shall be **90 days** from the date of submission deadline.

4. Eligibility Criteria

To be eligible to participate in this Quotation exercise, you should please tick below, to indicate whether each of the following document is attached:

	Document name / title	Please tick
1	Original/certified copy Certificate of valid Good Standing for Procurement Purposes, issued by the Ministry of Finance: Inland Revenue.	
2	Certified copy of a valid Affirmative Action Compliance Certificate (issued in terms of Section 42 of the Affirmative Action (Employment) Act 29 of 1998, as amended); or Letter from the Employment Equity Commission (letter should be on letterhead, stamped and signed by the EEC).	
3	Original/certified copy Certificate of valid Good Standing Certificate with the Social Security Commission.	
4	Certified Copy of the Close Corporation Certificate (issued in terms of Act 26 of 1988) or Founding Statement or any other Company Registration Certificate. These Certificates should clearly indicate the goods / services that the Supplier is registered to render.	
5	Certified copy of a valid Certificate of Registration as an SME, issued by the Ministry of Industrialisation, Trade and SME Development (if applicable).	
6	Letter of authorizations from manufacturers.	
7	Letter of intents from a Financial Institution or Supplier of a bidder to finance or supply the bidder	
8	Reference of similar work done	
9	Colour brochures: to be clearly as per the bid with specifications be attached.	
10	A Fitness Certificate from a local / town council should be attached for the business.	

- (l) We understand that this bid, together with your written acceptance thereof included in your notification of award, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- (m) We understand that you are not bound to accept the lowest evaluated bid or any other bid that you may receive; and
- (n) If awarded the contract, the person named below shall act as Contractor's Representative:

Name:

In the capacity of:

Signed:

Duly authorized to sign
the Bid for and on behalf
of:

Date:

Seal of Company
