



REQUEST FOR PROPOSAL (RFP)



The Electricity Control Board (ECB) hereby invites qualified, competent and registered individuals, companies and / or joint ventures to submit their Bids for the following:

- Bid no:** **CS/RFP/ECB-2023/24-01-PMP-CC**
- Bid description:** **Procurement of Consultancy Services: Request for Proposal to perform graphic design and layout services of the ECB print material and publications.**
- Overall objective:** To procure the services of suitably qualified service providers/consultants who shall assist the ECB to perform graphic design and layout services for its print material and publications.
- Closing date and time:** 16 June 2023 at 12:00 noon.
- Cost per set of documents:** Free
- Bid documents availability:** The documents for this bid or Request for Proposals (RFP) can be collected at **the ECB Office, No. 35 Dr. Theo-Ben Gurirab Street, Windhoek, Namibia**
- Details on Bid Submission:** Kindly submit your bid in a **sealed envelope, clearly marked with the "BID NUMBER AND DESCRIPTION"** as stated above, addressed to the ECB Procurement Officer. The bid must first be registered at reception and deposited in the Tender Box at **ECB Office, No. 35 Dr. Theo-Ben Gurirab Street, Windhoek, Namibia**. The name of the bidder must be indicated on the cover of each envelope.

All requests for information of any kind relating to this RFP should be channelled in writing to:

Ms. Ester Hamukwaya
ehamukwaya@ecb.org.na
+264-61 374 334

 No 35 Dr. Theo-Ben Gurirab Street, Klein Windhoek.
Business Hours: Weekdays from 07:30 - 16:30

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