



EXPRESSION OF INTEREST (EOI) FOR THE PROVISION OF VARIOUS GOODS AND SERVICES

The African Union Sports Council (AUSC) Region 5 Youth Games are a multi-sport event for young athletes from the region. The 2025 edition of the games will be held in Namibia from the 4th to the 13th July 2025 in Windhoek and Swakopmund respectively. Region 5 Youth Games invite qualified and experienced service providers to express their interest in providing goods and services in various sectors. This call aims to establish a pool of prequalified vendors to support the successful hosting of the games.

1. Summary of requirement

Interested Companies are required to submit their expression of interest along with the required documentation as indicated below. Below is the list of routine items to be supplied. Tick on the specific goods or services that are applicable to your Company.

Categories of Services Required

S/N	Type of service/goods	Tick item(s) Applicable To Your Company
1	IT equipment and Software: Computers, Printers, Teleconferencing facilities, Software, Mobile phones, Photocopier etc.	
2	Maintenance of IT Equipment: Printers, Photocopiers, Scanners etc.	
3	Internet Service Providers	
4	Supply & Maintenance of Air Conditioners and Supply of AC accessories	
5	Branded Promotional and Merchandising Items: Banners, billboards production, signage	
6	Marketing & Communication: Advertising, PR, Event Management, etc	
7	Office Furniture and Fittings: Including Files cabinets	
8	General Supplies: Toiletries, Soap, Blankets, Pillows, Sheets, Ice, Water, Toilet Paper, Mattresses etc.	
9	Simple Civil works: Rehabilitation, Construction, painting, partition, Civil works, Electrical, Plumbing, etc.	
10	Infrastructure upgrades and general maintenance: Upgrades of specific sport facilities and general infrastructure improvements and maintenance	
11	Catering Services: Standard meals and VIP meals	
12	Transport Services: Luxury Buses, Quantum's, and Sedan vehicles.	
13	Warehousing, Inventory & Storage services	
14	Consulting & Professional Services: Legal, Financial, Auditing, etc.	
15	Clothing and Textiles: T-Shirts, Caps, Tracksuits, Team Attires etc.	
16	Professional Service: Legal, Insurance & Accounting & Auditing Services etc.	
17	Cleaning Services	
18	Sport Equipment: Trophies, Medals, Lanyards, Flagpoles. Equipment for Athletics, Basketball, Boxing, E-sport, Football, Judo, Karate, Netball, Swimming, Table tennis, Tennis, Volleyball etc.	
19	Security & Safety Services	
20	Event Management & Equipment: Tents, Chairs, Tables, PA & Sound Systems etc.	
21	Photographing & videography services	
22	General Supplies: Office Equipment, Stationery, Medical Supplies, etc.	
23	Language Services: Portuguese, French & Sign Language	
24	Pharmaceuticals: Medical items, vaccination needles and laboratory items, etc.	

1. Application Process

Qualified firms are requested to submit their Expression of Interest, comprising of the following:

- * Company Profile, which should not exceed five (5) pages, Latest Tax Clearance Certificate (Internal Revenue Certificate Tax)
- * A valid business Registration Certificate.
- * A valid original / certified copy Good Standing Tax Certificate.
- * A valid original / certified copy Good Standing Social Security Certificate.
- * A valid certified copy of 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.
- * A valid certified copy of certificate indicating SME Status (for Bids reserved for SMEs).
- * 2 x References from previous clients.
- * Additional documents for IT equipment Suppliers:
 - Manufacturer's Authorization of the Company as a Sales Agent (if Supplier is not the manufacturer).
 - Certificate of Exclusive Distributorship in the country (if applicable, and if Supplier is not the manufacturer).

Qualified firms are requested to submit their Expression of Interest company documents and relevant certifications, and supporting documents, to procurement@region5nam.com not later than 15:00 HRS on 17 April 2025.

Right to Accept or Reject Applications

The African Union Sports Council (AUSC) Region 5 Youth Games reserve the right to accept or reject any application, and to annul the prequalification process and reject all applications at any time, without thereby incurring any liability to Applicants.