

Namibian
Competition
Commission

INVITATION TO BID

The Namibian Competition Commission (NaCC) hereby invites qualified and completed entities incorporated in Namibia, to submit bids for the procurement of the following:

REFERENCE NUMBER	BID DESCRIPTION	COST PER BIDDING DOCUMENT	INVITATION DATE	DUE DATE FOR SUBMISSION OF BIDS
CS/RFP/ NACC-02/2024	DEVELOPMENT OF THE FIVE (5) YEAR INTEGRATED STRATEGIC BUSINESS PLAN 2025/30 INCLUDING REVIEWING THE EXISTING PLAN AND DEVELOPMENT OF THE ANNUAL BUSINESS AND FINANCIAL PLAN 2025/26	FREE	05 July 2024	24 July 2024 AT 12H00
CS/RFP/ NACC-01/2024	PEER REVIEW OF THE NAMIBIAN COMPETITION'S PRIVATE HEALTH SECTOR STUDY	FREE	05 July 2024	24 July 2024 AT 12H00

www.nacc.com.na


The bidding documents are free, and it may be downloaded from NaCC website www.nacc.com.na

Bids in sealed envelopes clearly marked with description and reference number as indicated above must be deposited in the Bid Box placed at **NaCC House 4 Reception, Marien Ngouabi Street, Windhoek** before or on closing date and time.

Electronic bidding will not be accepted. Late bids will be rejected.

All enquiries should be made in writing to NaCCProcurement@nacc.com.na

ALL INVITATIONS ARE SUBJECT TO THE PUBLIC PROCUREMENT ACT, 2015 (ACT NO. 15 OF 2015), AND ITS REGULATIONS AND GUIDELINES



THE LAW SOCIETY
OF NAMIBIA

05 July 2024

PRESS RELEASE


The Law Society of Namibia (LSN) wishes to express its deep concerns and disapproval regarding the recent publications and negative utterances circulating in print and social media against the Honourable Minister of Justice, Yvonne Dausab in light of the High Court's judgement in the matter *Friedel Laurentius Dausab v The Minister of Justice and 4 Others*.

The LSN acknowledges the significance of freedom of speech and the role the media in a democratic society. However, it is imperative to strike a balance between freedom of speech and responsible reporting. The recent trend of sensationalized and negative commentary undermines the principle of fairness, justice and respect of all individuals.

The LSN calls on all media houses and individuals to exercise restraint and responsibility in their reporting and commentary. We urge all parties to adhere to the highest standards of journalistic integrity, ensuring that their publications are balanced and devoid of unnecessary personal attacks.

As an institution committed to upholding the rule of law and promoting justice, the LSN stands by the principles of fairness, respect and dignity of all individuals for the advancement of our society and the strengthening of democratic values.

The LSN will continue to monitor the situation closely and will take the necessary action to protect the integrity of the legal profession and the individuals who serve within it. We appeal to the public to engage in discussions that are respectful, informed and conducive to the collective well-being of our society.




HEALTH PROFESSIONS COUNCILS OF NAMIBIA
HPCNA

PUBLIC NOTICE

It has come to the attention of the Health Professions Councils of Namibia (HPCNA) that an educational institution advertising itself under the name Divine Health Institute has been inviting candidates for several courses, including Nursing, Pharmacy and Emergency Care.

The HPCNA hereby warns the public that none of the courses in Nursing, Pharmacy and Emergency Care being offered by Divine Health Institute have been approved by the HPCNA. As a result, no student enrolled in such courses at Divine Health Institute will be allowed access to patients for practical training and no holder of a qualification in such fields from the same institution will be allowed to practice a healthcare profession in Namibia.

The public is reminded that offering and providing education, tuition and training in a healthcare field without the prior written approval of the HPCNA constitutes a criminal offence and such cases must be reported to the nearest Police Station for criminal investigation. Public members are also urged to contact the HPCNA at 061-245586 or information@hpcna.com.na or www.hpcna.com.na to ascertain the approval status of any healthcare-related course before enrolment.



REPUBLIC OF NAMIBIA

OFFICE OF THE PRESIDENT

NATIONAL PLANNING COMMISSION

OFFICE OF THE EXECUTIVE DIRECTOR
AFRICAN PEER REVIEW MECHANISM
OFFICE OF THE DIRECTOR OF OPERATIONS

POST DESIGNATION : Private Secretary Grade 9 (Contract until 31 March 2028)
1 POST : Windhoek
SCALE OF SALARY : N\$195,216 – 234,144

Minimum Requirements: A National Dxiploma on NQF Level 6 (or equivalent qualification) in Office Administration or Office Management

Purpose of the position: The Private Secretary to the Director plays a critical role in ensuring the smooth running of the Director's office providing a wide range of support services (secretarial, administrative, reception and handling of confidential matters) to the Director. The successful candidate will be a highly organized and efficient individual who will have an excellent opportunity to exercise own initiative and judgement when dealing with special assignments in a fast-paced, forward-thinking organization.

Job description : Screens calls and visitors, ascertains nature of business and relays information to the Director; Maintains a computerized or hard copy calendar of appointments for superior to include scheduling, coordinating and canceling meetings or special events; Conducts weekly diary meetings with the Director to discuss upcoming engagements, invitations and other requests; Schedules on behalf of the Director meetings between him and his direct reports and the committees and groups to which he is a member; Coordinates travel and accommodation requirements in connection with others and ensure arrangements in place for the Director match his requirements; Filters general information, queries, phone calls and invitations to the Director by redirecting or taking forward such contact as appropriate; Drafts correspondence for Director's Office and other personnel, if required; Records messages and ensure that the urgency and importance of these is always accurately conveyed; Prepares, collects, compiles and photocopies relevant Executive Management meeting minutes, distributing delivering such documentation as required; Composes and types correspondence on routine matters requiring knowledge of departmental operations and regulations using standardized formats; Creates and maintains a filing system for forms and other related documentation alphabetically, numerically, chronologically or other means and retrieves information upon request and ensures that an appropriate file does not already exist; Maintains confidentiality of files by locking doors and filing cabinets, using passwords on documents, or creating documents that are read-only; Creates computerized files and sub-files to organize documents; Initiates specified correspondence independently for signature by appropriate staff; Discusses/motivates any major improvement of the reception area with regard to additional equipment, furniture, etc. with the Director in order to enhance the Office's image; Handling internal and external contacts; Experience of diary management/researching and booking of travel and accommodation; Experience of working with Development Finance Institutions (DFIs), African Union organs, international organizations or multinational private sector.

Enquiries: Dr Alfons Witbeen
Director: APRM - National Secretariat
Tel: +264 283 4042
Alfons.Witbeen@aprm-au.org

An attractive range of benefits includes medical aid fund, a transport allowance, a housing/rental allowance (subject to certain conditions) as well as ample vacation- and sick leave.

Women and persons with disabilities who meet the requirements are encouraged to apply.

Applications (on form 156043 obtainable at all government offices) together with a comprehensive Curriculum Vitae and certified copies of educational qualifications must be submitted to the following address:

The Executive Director
National Planning Commission
Private Bag 13356
WINDHOEK

OR HAND-DELIVER TO

The Human Resource Office
National Planning Commission
Room 155
1st Floor
Government Office Park

ATTENTION: HUMAN RESOURCE OFFICE

Important notes to applicants from inside- and outside the Public Service

- The "Application for Employment"-form (new format) as well the "Health Questionnaire" (both forms are available at all Offices/Ministries/Agencies) should be properly completed and signed. Please note that fax- and email-applications will NOT be considered.
- "Application for Employment"-forms should be accompanied by certified copies of the applicant's highest qualifications (together with the academic transcript in respect of such qualifications) and certificates of service from all previous employers. The required certificates of service should reflect very clearly the type of experience/ field in which experience was gained in each position at such previous employer(s), your exact date of appointment and termination of service. Please keep in mind that, without service certificates, the experience an applicant claims to have cannot be confirmed which will cause such an applicant not to meet the advertised requirement as far as "proven appropriate experience" is concerned. Failure to properly complete all items on the "Application for Employment"-form and not attaching the necessary/required documents to the application form will disqualify the application. Previous employers might be called at random to confirm the field in/level on which specific indicated experience was obtained.
- Certified copies of evaluation certificates in respect of foreign qualifications (obtainable from the Namibia Qualifications Authority) should also be attached. The mentioned certified copy of the evaluation certificate from the Namibia Qualifications Authority should be available at the time of shortlisting. Failure to adhere to this will automatically disqualify the application. (Qualifications obtained from UNAM, NUST/PoN and IUM are excluded from this requirement.)
- Only shortlisted candidates will be contacted and no documents will be returned to unsuccessful applicants.
- Applications received after the closing date will not be accepted.

CLOSING DATE FOR APPLICATIONS: 02 AUGUST 2024