

**PROPERTY LEASE APPLICATION FORM**

Date of application:

**A. APPLICANT(s) INFORMATION**

Company Name:

Company Registration no:

Country of incorporation:

Postal Address:

Physical address:

Email address:

Contact Person:

Contact number:

**B. LEASE DETAILS****Below please find available land, property and building at the Ports of Luderitz and Walvis Bay:**

<u>Location:</u>	<u>Land Use</u>	<u>Select</u>
Walvis Bay, Portions of land on Erf 1920	Bulk, break bulk, roro, car terminal or freight stations	
Port of Luderitz, Erven 450 & 677	Cold storage	
Erf 3534, Walvis Bay, at Syncrolift	Marine engineering, ship repair	
Erf 4428, Walvis Bay, at Light Industrial Areas	Any type of cargo operations	

- Applicants must satisfy themselves with services available and conditions of land, buildings/ facilities and infrastructure, prior to submission of their application.
- Discussion drawings for each of the available land/facilities are attached.

Property size required:

Purpose of the lease/Use of the Property:

Lease period required:

Proposed Rate:

Signature by Authorized Person:

Date:

Name:

Position:

**C. OWNERSHIP SHAREHOLDING STRUCTURE**

Preference will be given to Namibian owned company(s).

Indicators	Percentage owned
% owned by Namibians	
% owned by Previously Disadvantage Namibians	

**D. APPLICATION REQUIREMENTS AND LIST OF APPENDIXES TO BE ATTACHED**

The propose operations must be in compliance with the Namport Land Use Plan for consideration. The applicants are requested to submit their applications for land in line with the requirements set-out below:

1. The applicant
  - 1.1 Full details of the applicant and country of incorporation;
  - 1.2 Ownership structure, names, shareholding and nationality;
  - 1.3 If joint venture, a joint venture agreement must be attach.
2. Purpose of the application
3. Commodity and operations:
  - 3.1 Commodity/cargo to be handled;
  - 3.2 Proposed operations, handling and storing of cargo/commodity;
  - 3.3 Lease period/tenure required;
  - 3.4 Period of lease required;
  - 3.5 Annual through-put;
  - 3.6 Number of vessel calls per annum;
  - 3.7 Size of vessels;
  - 3.8 Local and international (SHEQ) standards handling and storage of the cargo; and
  - 3.9 Permit(s) or license(s) to import/handle the cargo from relevant authority should be indicated.
4. Project execution and operations
  - 4.1 Project plan indicating key deliverables and milestones;
  - 4.2 Concept drawing and lay-out;
  - 4.3 Project execution team, contractors and experts;
  - 4.4 Firm completion and commencement date of imports and exports;
  - 4.5 Experience in execution and running of similar projects/operations. Indicate sites and years of experience;
  - 4.6 Describe infrastructure and equipment to be constructed and/or deployed to make the facility functional; and
  - 4.7 Proof of access to the jetty or quay. If such facilities are not manage and control by Namport.
5. Services required
  - 5.1 Indicate municipal services required;
  - 5.2 Electricity (mw or kva);
  - 5.3 Telecommunication services.
6. Business case
  - 6.1 Indicate the target market and potential size of the market;
  - 6.2 Benefits to Namibian and regional economies;
  - 6.3 Value of capital to be investment;
  - 6.4 Recoupment period;
  - 6.5 Confirmation of availability of funding from a reputable and registered financial institution.

6.6 Proposed rental rate must be indicated. Namport is not bound to accept applicant's proposed rental rates.

7. Indicate license/permit issued by the relevant authorities for handling the specific commodity, if any.
8. Cost for application will be N\$500,00

#### E. CONDITIONS, FINAL AWARD AND APPROVAL

The most competitive respondents would be considered for the final award subject to following performance requirements:

- a. Submit proof of approved funding within one month of award
- b. Submit all legal documents, permits and licenses within two months of award.
- c. Submit building plans within three months of award.
- d. Submit Environmental Clearance Certificate issued by Environmental Commissioner within six months of award.

**Note:** Namport reserve the right not to allocate the land to any or to all applicants if convinced that the applicant (s) is not in a position to implement the project and/or demonstrate cargo throughput.

#### F. CLOSING DATE

Monday, 31<sup>st</sup> May 2019 at 12h00

#### G. SUBMISSION ADDRESS

Namibian Ports Authority  
P.O Box 361, Walvis Bay  
No. 17 Rikumbi Kandanga Road, Walvis Bay

P. O. Box 836, Luderitz  
Hafen Street, Luderitz  
Namibia

#### H. CONTACT DETAILS

**For enquiries contact:**

Justina Shivoru @ +264 64 208 2337, email: j.shivoru@namport.com.na &  
Rosa Isaaks @ +264 64 208 2274, rosa@namport.com.na

**NOTES**

The Jetty may NOT be use by anyone and NO ENTRANCE is allowed beyond the gate exiting to the Jetty area.

**DRAWING OFFICE**

Tel. 2082272  
Fax. 2082272  
P.O. Box 361  
WALVIS BAY

Drawn by: Saban S.

Checked by: E. G.

Date: June 2018

Scale: 1:750

Date: 18/6/18

Date: 18/6/18

Port Engineer

Drawing title: proposed cold/freezer store facility

Project Name

**PORT OF LÜDERITZ**

**DISCUSSION PLAN**

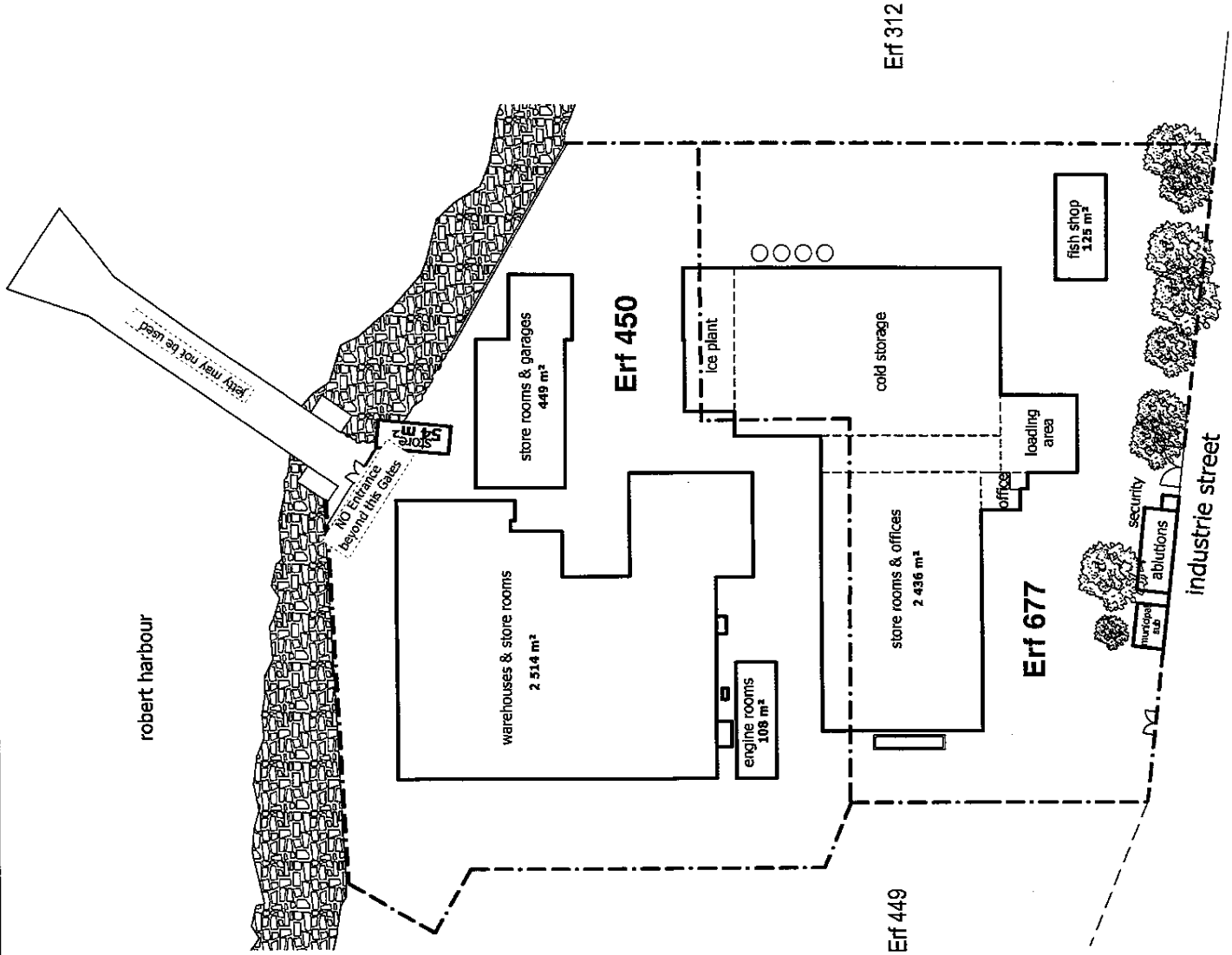
**COLD/FREEZER STORE FACILITIES  
ON ERVEN 450, & 677, LÜDERITZ**

Drawing no.

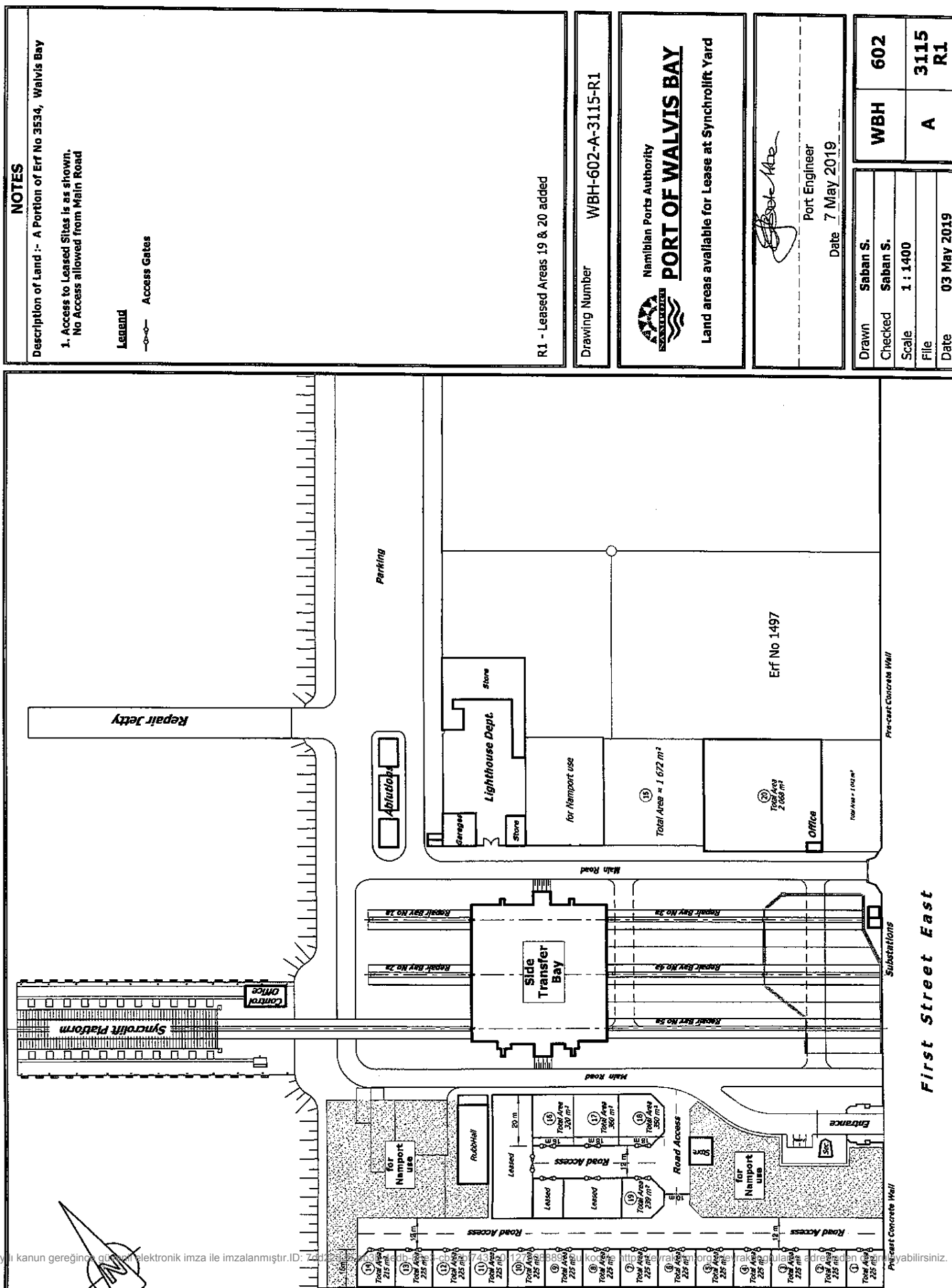
**Sketch Plan Nr. 806**

Sheet No.

**1 of 1**



**site plan**  
scale 1:750





**NOTICE BIDS****REQUEST FOR PROPOSAL: TO LEASE, BUILD AND OPERATE**

**NAMPORT** hereby invites Potential Developers, Port Users and Investors to submit substantive proposals to lease, build and operate.

**Description:**

- Lease of portions of land on Erf 1920, Walvis Bay for Port Operation purposes /to handle movement of cargo through the port of Walvis Bay
- Lease of portions of land on Erf 3534, Walvis Bay for operations linked to Syncrolift
- Lease of portions of land on Erf 4428, Walvis Bay (Industrial Area)
- Lease of portions to upgrade a cold/freezer store facility on Erven 450 & 677 Lüderitz

**Lease Conditions & General requirements**

- Interested parties must submit the application form accompanied by a High-level Business Case
- Guidelines and requirements of the proposal is provided on the application form

**Details on submission:**

- Interested parties must collect the application form at the reception at Namport offices, Walvis Bay and Lüderitz.
- Forms can also be obtained from Namport website ([www.namport.com.na](http://www.namport.com.na)). Layouts of available properties are attached on the application and also available on website
- Applications to be submitted in a sealed envelope (hand delivered or couriered) clearly marked with "REQUEST FOR PROPOSAL: TO LEASE, BUILD AND OPERATE", addressed to the Manager: Property, Namport, P O Box 361, Walvis Bay

**Cost for application:**

N\$500,00

**Site visit:** Viewing of properties is scheduled as follows:

- Portions of land on Erf 4428, Walvis Bay: 16 May 2019, Time: 15:00 PM
- Portions of land on Erf 1920, Walvis Bay: 17 May 2019, Time: 10:00 AM
- Portions of land on Erf 3534, Walvis Bay: 17 May 2019, Time: 12:00 PM
- Cold/freezer store facility on Erven 450 & 677, Lüderitz: 16 May 2019, Time: 10:00 AM

**Closing date of submission:**

Friday, 31 May 2019, Time: 12:00 PM, (Namibian time)

**For enquiries contact:**

Justina Shivoro @ +264 64 208 2337, email: [jshivoro@namport.com.na](mailto:jshivoro@namport.com.na)  
& Rosa Isaaks @ +264 64 208 2274, [rosa@namport.com.na](mailto:rosa@namport.com.na)

