REPUBLIC OF NAMIBIA · OFFICE OF THE GOVERNOR · OHANGWENA REGION

Expression of Interest: The Ten-Stage Process

From publication of the notice to project implementation · Notice Ref: OHRC-EOI-2026/01

This document walks prospective investment partners through the full lifecycle of the Ohangwena Region Expression of Interest (EOI): what happens at each stage, who leads it, when it occurs and what the applicant should do. It forms part of the investor downloadable pack and should be read together with the full EOI notice, which remains the authoritative document. Where this document and the notice differ, the notice prevails.

The ten-stage process at a glance

1. **Stage 1: Launch and publication**
   Notice published on 11 August 2026 on the Governor's Portal and through DBN, NIPDB and regional offices.
2. **Stage 2: Briefing and enquiries**
   Optional investor briefing session; registration via Attachment 7; enquiries through the EOI Administration.
3. **Stage 3: Preparation**
   Applicant assembles the six required components using Attachments 1 to 7, reproduced on its own letterhead.
4. **Stage 4: Lodgement**
   Submission by email by 23 September 2026, in English, with the sector applied for in the subject line.
5. **Stage 5: Eligibility screening**
   Technical Committee checks eligible partner category, priority sector and completeness of all six components.
6. **Stage 6: Evaluation and scoring**
   Sectoral Working Group scores against six weighted criteria; a minimum of 60% is required to advance.
7. **Stage 7: Shortlisting**
   Regional Investment Committee decides the shortlist; scores are advisory alongside strategic considerations.
8. **Stage 8: Due diligence**
   Project Information Memorandum issued; verification, reference checks and site visits are undertaken.
9. **Stage 9: Agreement**
   Investment Facilitation Agreement negotiated and signed with a single legal entity or defined consortium.
10. **Stage 10: Implementation and aftercare**
    Project delivery under RIC oversight, with investor aftercare; the process continues on rolling annual cycles.

Stage 1: Launch and publication

Led by	Office of the Governor, Ohangwena Region
Indicative timing	11 August 2026
What you should do	Download the full investor pack and read the EOI notice, the investment prospectus, the FAQ factsheet and the eligibility criteria before committing preparation effort.

The EOI notice (Ref: OHRC-EOI-2026/01) is published on the Governor's Portal (www.ohangwena.com.na) and through the Development Bank of Namibia, NIPDB, the Ohangwena Regional Council and the town council offices in Eenhana, Helao Nafidi and Okongo. The notice calls for investment partners in five priority sectors: agriculture, manufacturing, healthcare, tourism and the creative industries, under the Investor Action Plan 2026 to 2030. The anchor projects listed are illustrative: proposals beyond them are welcome provided they fall within a priority sector.

Stage 2: Briefing and enquiries

Led by	EOI Administration, Office of the Governor
Indicative timing	Between launch and the submission deadline
What you should do	Register for the briefing session using Attachment 7 if you wish to attend, and direct any questions to the EOI Administration rather than to committee members.

If a briefing session is convened, attendance is optional and is not a precondition for submitting. Dates and format, including any virtual joining details, are communicated through the same channels used to advertise the EOI. All enquiries go through Ms Netumbo Aukongo, EOI Administration: +264 65 263906. Direct contact with members of the evaluation structures about a submission is not permitted at any stage.

Stage 3: Preparation

Led by	The applicant, at its own cost
Indicative timing	Approximately six weeks between launch and close
What you should do	Assemble the six required components using the templates (Attachments 1 to 7), reproduced on your own letterhead, and confirm each item on the eligibility self-assessment.

A complete submission contains six components: an organisational profile; a technical and financial concept note; a partnership-model preference; an ESG declaration; financial capacity evidence (audited statements for the most recent three financial years, or an explanatory statement where unavailable); and contact details. Consortia and joint ventures must nominate a single lead entity and attach consortium letters. The concept note is where scoring is won: development impact and Namibian content together carry 32% of the total score, so employment creation, skills transfer, local procurement and Namibian participation should be set out clearly. Participation is at the applicant's sole risk, cost and expense.

Stage 4: Lodgement

Led by	The applicant
Indicative timing	By 23 September 2026; later submissions enter the next annual cycle
What you should do	Email the complete submission, in English, to Netumbo.Aukongo@ohangwenaog.gov.na , copying governor@ohangwenaog.gov.na , with the sector applied for stated in the subject line.

Submissions and all supporting documents must be in English, with measurements in metric units. The initial window closes on 23 September 2026; thereafter the process runs on a rolling annual basis, so late applicants are not excluded but move into the next evaluation cycle. Applicants should keep proof of transmission and ensure the nominated contact person is reachable for any clarification requests.

Stage 5: Eligibility and completeness screening

Led by	Technical Committee
Indicative timing	Following the close of the submission window
What you should do	No action is required unless the Technical Committee requests correction of an unintentional error of form; respond promptly if it does.

The Technical Committee screens each submission against three questions: does the applicant fall within one of the eight eligible partner categories; does the proposal sit within one of the five priority sectors; and are all six components present. Where an unintentional error of form is identified, the Committee may ask the applicant to correct or clarify it, but no material alteration or addition to the substance of the EOI is permitted. Compliant submissions proceed to scoring; non-compliant submissions do not advance.

Stage 6: Evaluation and scoring

Led by	Relevant Sectoral Working Group
Indicative timing	Confidential evaluation period following screening
What you should do	None: evaluation is confidential, and contact with evaluators may be treated as a breach of process and lead to exclusion.

The Sectoral Working Group for the sector applied for scores each compliant submission against six published, weighted criteria: technical capability (25%), financial capacity (20%), development impact (20%), ESG commitment (15%), Namibian content (12%) and innovation (8%). A minimum score of 60% is required for a submission to be shortlisted for consideration. Panel members are required not to discuss the assessment of any EOI with external parties.

Stage 7: Shortlisting

Led by	Regional Investment Committee (RIC)
Indicative timing	Following Sectoral Working Group scoring
What you should do	Await the outcome; ensure the contact details lodged with your submission remain current.

Scores are advisory to the Regional Investment Committee, which retains discretion to shortlist candidates based on strategic considerations not captured by the scoring framework. The Office of the Governor may shortlist an EOI without prior notice to other applicants, seek additional information from any applicant, verify information and past performance with other persons or organisations, and permit further parties to join the process before the close of a given evaluation cycle.

Stage 8: Due diligence and Project Information Memorandum

Led by	Office of the Governor, supported by DBN and NIPDB
Indicative timing	After shortlisting
What you should do	Engage openly with information requests, reference checks and site visits, and use the Project Information Memorandum to refine your proposal.

Shortlisted applicants receive a Project Information Memorandum containing more detailed sector data. The Office of the Governor may conduct background, probity and financial checks at its discretion, including site visits and reference checks, and may use submitted documents to inform the due diligence stage. This is also the stage at which financing structures are explored with the Development Bank of Namibia, the Lead Financing Arranger, and investor facilitation support is coordinated through NIPDB.

Stage 9: Investment Facilitation Agreement

Led by	Office of the Governor and the shortlisted applicant
Indicative timing	Following successful due diligence and negotiation
What you should do	Negotiate in good faith and confirm your delivery structure: the Office contracts with a single legal entity or a clearly defined consortium.

No contract exists between the Office of the Governor and any applicant until an Investment Facilitation Agreement (IFA) is signed. Negotiation may proceed with one or more applicants. Namibian law governs the process, and disputes fall under the exclusive jurisdiction of the Namibian courts unless a signed IFA provides otherwise. The Office of the Governor may suspend, defer, alter or terminate the process at any time without liability, with affected applicants notified through their lodged contact details.

Stage 10: Implementation and investor aftercare

Led by	Investor, with RIC oversight and partner support
Indicative timing	From IFA signature onward
What you should do	Deliver against the agreed milestones, and use the regional support ecosystem: the Regional Council, NIPDB aftercare, DBN financing and the sectoral structures.

Projects are implemented under the governance structure of the Investor Action Plan: the Regional Investment Committee provides oversight, supported by the Technical Committee and Sectoral Working Groups, with the Regional Council, local authorities and traditional authorities engaged throughout. NIPDB provides investor facilitation and aftercare, and the Regional Council guides land, permitting and community engagement processes. The EOI process itself continues on rolling annual cycles, so the project pipeline is refreshed as the Investor Action Plan 2026 to 2030 is implemented.

Issued by the Office of the Governor, Ohangwena Region, supported by NIPDB (Promotion Partner), the Development Bank of Namibia (Lead Financing Arranger) and Monasa Advisory & Associates (Transactional Advisor).