# Expression of Interest Application Form

Call for Investment Partners in Agriculture, Manufacturing, Healthcare, Tourism and Creative Industries · Notice Ref: OHRC-EOI-2026/01

## How to complete this form

1. Complete Parts A to J in order. The form may be used in place of the separate Attachments 1 to 7.
2. Type or write your answers in the empty boxes on the right-hand side of each table.
3. Where you see ☐ boxes, mark your choice with an X.
4. If a question does not apply to you, write “Not applicable”. Do not leave any box empty.
5. If you need more space, continue on a separate page and write the Part letter (for example “Part E, continued”) at the top of that page.
6. Write in English. Reproduce the completed form on your organisation's letterhead. If you are applying as a consortium or joint venture, each member must also complete Parts A, H and I in its own name.
7. When finished, sign Part J and email the form with all attachments to Netumbo.Aukongo@ohangwenaog.gov.na, copying governor@ohangwenaog.gov.na. Write the sector you are applying for in the email subject line. The deadline is 23 September 2026.

## Part A: About your organisation

**Fill in every box. This tells us who is applying and how to contact you.**

| | |
|---|---|
| **Full legal name of your organisation**<br>*Exactly as it appears on your registration certificate* | |
| **Legal form**<br>*For example: Pty Ltd, Close Corporation, Trust, Cooperative, Section 21* | |
| **Company or business registration number**<br>*As issued by BIPA or your home country's registrar* | |
| **Country of registration** | |
| **Registered address**<br>*Street or postal address on your registration documents* | |
| **Operating address in Namibia**<br>*Write “None yet” if you do not have one* | |
| **Website**<br>*Write “None” if you do not have one* | |
| **Number of employees worldwide**<br>*Write a number* | |
| **Number of employees in Namibia**<br>*Write a number, or 0* | |
| **Total amount you propose to invest**<br>*In Namibia dollars (N$)* | |

### Your authorised representative

*This is the one person who signs this form in Part I and who we will contact about your application.*

| | |
|---|---|
| **Full name** | |

| | |
|---|---|
| **Position in the organisation**<br>*For example: Managing Director* | |
| **Email address**<br>*We will use this address for all correspondence* | |
| **Office phone number**<br>*Include the country code, for example +264* | |
| **Mobile phone number**<br>*Include the country code* | |

### Consortium or joint venture

| | |
|---|---|
| **Are you applying together with one or more other organisations (as a consortium or joint venture)?** | ☐ Yes ☐ No |

*If you marked Yes, fill in the three boxes below and attach a letter from each member confirming its participation. If you marked No, write "Not applicable" in each box.*

| | |
|---|---|
| **Name of the lead organisation**<br>*The single organisation that leads the application and would sign any agreement* | |
| **Names of all other members**<br>*List every member; attach a separate list if you need more space* | |
| **Member confirmation letters attached?**<br>*Write Yes or No* | |

## Part B: What type of applicant are you?

**Mark with an X every description that applies to your organisation. If you are a consortium, mark every description that applies to any member.**

| |
|---|
| ☐ A Namibian-owned small or medium enterprise, or a Namibian entrepreneur |
| ☐ A Namibian institutional investor (for example a bank, pension fund or insurer) |
| ☐ A national development finance institution (for example DBN, Agribank, Environmental Investment Fund) |
| ☐ A business based in another SADC member state |
| ☐ An international private investor (for example a foreign direct investor, fund, private equity firm or family office) |
| ☐ A technical assistance provider (for example a consulting firm, NGO, university or research institution) |
| ☐ A registered community-based organisation or conservancy |
| ☐ A state-owned enterprise or public entity (we will ask you for extra information to confirm there is no conflict of interest) |

## Part C: What are you applying for?

**Answer all three tables. In each row, mark either Yes or No with an X. Do not leave any row blank.**

| **C1. Which sector or sectors are you applying for?** | **Mark with X** |
|---|---|
| Agriculture and agro-processing | ☐ Yes ☐ No |

| | |
|---|---|
| Manufacturing | ☐ Yes ☐ No |
| Healthcare | ☐ Yes ☐ No |
| Tourism | ☐ Yes ☐ No |
| Creative industry | ☐ Yes ☐ No |

| **C2. Which partnership arrangements would you consider?** | **Mark with X** |
|---|---|
| Public-Private Partnership (PPP) | ☐ Yes ☐ No |
| Joint Venture (JV) | ☐ Yes ☐ No |
| Public-Private-Community Partnership (PPCP) | ☐ Yes ☐ No |
| Private investment (on your own) | ☐ Yes ☐ No |
| Foreign Direct Investment (FDI) | ☐ Yes ☐ No |
| Technical assistance | ☐ Yes ☐ No |

| **C3. Does your proposal include the following commitments?** | **Mark with X** |
|---|---|
| Job creation targets, with specific targets for youth (ages 18 to 35) and women | ☐ Yes ☐ No |
| Skills transfer, on-the-job training or certified technical training | ☐ Yes ☐ No |
| A stated share of goods and services you will buy locally in Ohangwena | ☐ Yes ☐ No |
| Namibian shareholding, or a joint venture with a Namibian partner | ☐ Yes ☐ No |
| An ESG declaration and the capacity to comply with environmental requirements | ☐ Yes ☐ No |
| Capacity to work with communities and traditional authorities (where relevant to your project) | ☐ Yes ☐ No |

## Part D: Your project (concept note summary)

**Fill in every box in the table below. Then attach a written concept note. Your application is scored on: technical capability 25%; financial capacity 20%; development impact 20%; ESG commitment 15%; Namibian content 12%; innovation 8%.**

| | |
|---|---|
| **Project title**<br>*A short name for your project* | |
| **Sector and sub-sector**<br>*For example: Agriculture: grain milling* | |
| **Where the project will be located**<br>*Name the town, constituency or site, and state whether you have secured land or a site* | |
| **Partnership arrangement proposed**<br>*Choose from: PPP, JV, PPCP, private investment, FDI, technical assistance* | |
| **Total project cost and how it will be funded**<br>*In N$; state how much is equity, debt or grants, and how much is already secured* | |

| | |
|---|---|
| **Timeline and key milestones**<br>*From signing an agreement to the start of operations* | |
| **Jobs the project will create**<br>*Number of direct and indirect jobs, and the share for youth and women* | |
| **Skills transfer, local buying and Namibian participation**<br>*What you commit to do* | |
| **Environmental, social and governance measures**<br>*Include any environmental impact assessment you expect to need* | |
| **What is innovative about the project**<br>*Technology, scalability or new approaches* | |
| **Main risks and how you will manage them** | |
| **Support you are asking from the Office of the Governor**<br>*For example: land, permits, facilitation* | |

In your attached concept note, cover these five things in order: the market opportunity and evidence of demand; your technical approach and how the project will operate; an outline of the financial model, including revenue drivers and expected returns; the development impact; and why your organisation can deliver it (refer to Parts E and F).

## Part E: Your past experience

**Fill in one copy of the table below for each project or activity that shows you can deliver in the sector you are applying for. You may submit up to ten per sector, including consortium members' projects.**

| | |
|---|---|
| **Name of the organisation that did the work**<br>*You, or the consortium member concerned* | |
| **Name of the project or activity** | |
| **Value of the project**<br>*In N$ or the original currency* | |
| **Where it took place** | |
| **How long it took**<br>*Start and end dates* | |
| **Who it was for**<br>*The client, partner or financier* | |
| **Current status**<br>*Completed (state the year) or ongoing* | |
| **What the work involved and what your role was**<br>*Two or three sentences* | |
| **What it achieved**<br>*Include the number of jobs created, if any* | |
| **Why it is relevant to this application**<br>*One or two sentences* | |

| **First referee**<br>*Name, organisation, email and phone number of someone who can confirm this work* | |
|---|---|
| **Second referee**<br>*Name, organisation, email and phone number* | |

## Part F: Your project team

**List the key people who would work on the project. Fill in one row per person and attach a one-page CV for each. Add more rows if you need them; there is no limit on the number of people.**

| Full name | Role on this project | Highest qualification | Years of work experience | Sectors worked in | Most relevant project |
|---|---|---|---|---|---|
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## Part G: Proof of financial capacity

**Mark with an X each document you are attaching. You must attach at least one. If you cannot provide audited financial statements (for example, a new venture or a community organisation), attach a short letter explaining why, and mark the last box.**

| |
|---|
| ☐ Audited financial statements for the last three financial years |
| ☐ Management accounts |
| ☐ A reference letter from your bank |
| ☐ A letter explaining why audited statements are not available |

## Part H: Declarations

**Read each statement below. Mark each box with an X to confirm the statement is true for your organisation and, where stated, for every consortium member. You must be able to confirm all nine statements to submit this application.**

| |
|---|
| ☐ We have read and understood the EOI notice, and we are satisfied our application is correct and complete. |
| ☐ We accept that we carry all costs of preparing and submitting this application. |
| ☐ Every person named in Part F has confirmed they are available to work on the project. |
| ☐ Neither we nor any consortium member is bankrupt or being wound up, or has been convicted of an offence concerning professional or business conduct. |

| |
|---|
| ☐ We have paid all taxes due in the country where we are registered. Proof of tax good standing is required for verification. |
| ☐ Neither we nor any consortium member appears on the ineligibility lists of the African Development Bank, the Asian Development Bank, the European Bank for Reconstruction and Development, the Inter-American Development Bank Group or the World Bank Group. Applications from listed firms will be rejected. |
| ☐ Neither we nor any consortium member appears on the United Nations, African Union, SADC or Namibian sanctions lists. |
| ☐ Neither we nor any consortium member has been convicted of, or is under investigation for, corruption, money laundering or bribery of a public official. |
| ☐ We have no conflict of interest, direct or indirect (including family or business relationships), with any member of the Regional Investment Committee, the Technical Committee or the Sectoral Working Groups. |
| ☐ We will comply with Namibian law throughout the EOI process and any engagement that follows. |

*The ineligibility lists can be checked at:*

| | |
|---|---|
| **Republic of Namibia, Procurement Policy Unit** | https://egp2.gov.na/forms/SearchSuspendedBidders.jsf |
| **African Development Bank** | https://www.afdb.org/en/projects-operations/debarment-and-sanctions-procedures |
| **Asian Development Bank** | http://lnadbg4.adb.org/oga0009p.nsf/sancALLPublic?OpenView&count=999 |
| **European Bank for Reconstruction and Development** | http://www.ebrd.com/pages/about/integrity/list.shtml |
| **Inter-American Development Bank Group** | http://www.iadb.org/en/topics/transparency/integrity-at-the-idb-group/sanctioned-firms-and-individuals,1293.html |
| **World Bank Group** | http://www.worldbank.org/en/projects-operations/procurement/debarred-firms |

*We also acknowledge the rights of the Office of the Governor set out in Section 2 of the EOI notice, and that submitted documents may be used as described in Section 2.6 (Use of Response Documents). We keep the intellectual property rights in everything we submit.*

## Part I: Confidentiality and conflict of interest

**Read each statement. Mark each box with an X to confirm it is true for your organisation. Then complete the disclosure table.**

### I1. Confidentiality

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|---|
| ☐ We will keep confidential all non-public information we receive through this EOI process, including the Project Information Memorandum and any due diligence material, and we will use it only for this application. |
| ☐ We will not share such information with anyone except advisors and consortium members who need it and are bound by the same confidentiality, or where the law requires disclosure. |
| ☐ We will not make any public announcement about our participation, shortlisting or negotiations without the written consent of the Office of the Governor. |
| ☐ We will return or destroy confidential information if asked in writing, and we accept that these confidentiality obligations continue even if our application is withdrawn or unsuccessful. |

### I2. Conflict of interest

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|---|
| ☐ We will not contact any member of the Regional Investment Committee, the Technical Committee or a Sectoral Working Group about the evaluation of our application. We understand this could lead to exclusion. |
| ☐ We have not offered, and will not offer, any gift, payment or other benefit to any official, committee member or advisor involved in this process. |
| ☐ We will tell the EOI Administration in writing, immediately, about any conflict of interest that exists now or arises later. |
| ☐ If we are a state-owned enterprise or public entity: we will provide the extra information requested to confirm there is no conflict of interest with project stakeholders or beneficiaries. |

### I3. Disclosures

If your organisation, its directors, shareholders, personnel or advisors have any relationship or interest that could be seen as a conflict of interest, describe it below. If there is nothing to declare, mark the first box and write “Not applicable” in the table.

| ☐ We have nothing to disclose. | | |
|---|---|---|
| **What the interest or relationship is** | **Who it involves** | **How you propose to manage it** |
| | | |
| | | |
| | | |

*A disclosure does not automatically exclude your application: the Office of the Governor will assess whether the conflict can be managed.*

## Part J: Check, sign and send

**Step 1: Mark with an X each item you are sending with this form.**

| |
|---|
| ☐ This application form, fully completed and signed below |
| ☐ Your concept note (see Part D) |
| ☐ Your past experience tables (see Part E) |
| ☐ A one-page CV for every person listed in Part F |
| ☐ Your proof of financial capacity (see Part G) |
| ☐ Consortium member letters and member details (only if you marked Yes in Part A) |
| ☐ Your organisational chart |

**For Namibian registered companies only, also mark and attach each of the following:**

| |
|---|
| ☐ A valid Company Registration Certificate from the Ministry of Trade and Industry or BIPA, or a certified copy of the original, certified by the Namibian Police or a Commissioner of Oaths. **Applicable only to Namibian registered companies.** |
| ☐ An original, valid Good Standing Tax Certificate from Inland Revenue, or a certified copy of the original, certified by the Namibian Police or a Commissioner of Oaths. **Applicable only to Namibian registered companies.** |

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|---|
| ☐ A Good Standing Certificate from the Social Security Commission. **Applicable only to Namibian registered companies.** |
| ☐ A valid Affirmative Action Compliance Certificate, or proof from the Employment Equity Commissioner that the applicant is not a relevant employer, or an exemption issued in terms of Section 42 of the Affirmative Action Act, 1998. **Applicable only to Namibian registered companies.** |

**Step 2: The authorised representative named in Part A signs here.**

We declare that the information in this application is correct and up to date, and we confirm the declarations made in Parts H and I.

Signature: ______________________________________________

Full name: _____________________________________________

Position: _______________________________________________

Organisation: __________________________________________

Place: _________________________ Date: _____________________

**Step 3: Email everything to Netumbo.Aukongo@ohangwenaog.gov.na, copying governor@ohangwenaog.gov.na, with your sector in the subject line, by 23 September 2026.**

Issued under the Ohangwena Region Investor Action Plan (IAP) 2026 to 2030. Applications received after 23 September 2026 enter the next annual evaluation cycle. Enquiries: Netumbo Aukongo, EOI Administration: +264 65 263906. The EOI notice remains the authoritative document.