

INVITATION TO TENDER

Tender No	Title	PPADB Registration Codes & Sub-Codes
BEC EAC 017/15-16	Provision of Standardisation, Moderation and Grade Review Venues for BEC for the years: 2016 to 2018.	Code 101: Sub-Code 04.
BEC EAC 018/15-16	Provision of Marking Venues to Botswana Examinations Council for the years 2016, 2017 and 2018	Code 101: Sub-Code 04.
BEC EAC 019/15-16	Printing, Packaging, Supply and Delivery of Standard Four Question Papers for Botswana Examinations Council for year 2016.	Code 213 Sub-Code 14.
BEC EAC 025/15-16	Supply and Delivery Of Tamper Evident Plastic Envelopes To Botswana Examinations Council For The Years 2016, 2017 and 2018 in Gaborone.	Code 211 Sub-Code 02 or 06.

- **Date of Collection:** From Monday 11th April 2016
 - **Bid Closing Date:** Friday 13th May 2016; **Bid Closing Time:** 10.00 hrs local time
 - Tender offers are invited for the above mentioned projects. These are Domestic Bidding tender, thus only Botswana registered companies are invited to tender.
 - The Procuring Organisation is Botswana Examinations Council.
 - Bidders must, in order to be considered for the award of the contract, be registered with PPADB on the identified codes and sub-codes above or any other the relevant Codes and Sub-Codes, be registered with BURS and be in possession of a valid Tax Clearance Certificate or an exemption thereof, and be licensed to trade.
- Tender documents can be obtained from Procurement Office at Botswana Examinations Council at the following addresses:

Postal Address

Botswana Examinations Council
Private Bag 0070
Gaborone.

Tel: (+267) 365 0700

Contact Name: Ms.T. Chifani

Fax: (+267) 393 3872, 316 4413, 316 4203, 3185011

Email: procurement@bec.co.bw

Physical Address

Botswana Examinations Council
Plot 54864, KT Motsete Road
Gaborone.

Responses that do not have the required number of envelopes will be disqualified. Re-writable DVDs should be separate for the technical and financial proposal. The DVD for the technical proposal should be included in the technical proposal envelope while the DVD for the financial proposal should be included in the financial proposal envelope.

Bidders who are awarded the tender should by no means pass it to other parties to undertake the project.

- Queries and questions relating to the issue of these documents will be accepted up to 10 working days before the tender closing dates. The queries or questions should be put in writing and should be addressed to:

The Secretary, Tender Committee, Att. T. Chifani

Botswana Examinations Council
Private Bag 0070, Gaborone, Botswana.

Tel: (+267) 365 0700

Fax: (+267) 316 4413, 316 4203, 3185011, 393 3872

Email: procurement@bec.co.bw

Bids must arrive no later than 10:00 am (local time) on Friday 13th May 2016. The tenders will be opened immediately after closing in the presence of bidders wishing to attend. Bids received after the closing date and time will not be accepted. Telephonic, Telegraphic, Telex, Email or Facsimile bids will not be accepted.

Botswana Examinations Council is **NOT** bound to accept the lowest or any bid, or bear any expense in the preparation thereof. The bids response must be structured in the format specified in this tender document.

The Secretary,

Tender Committee, Botswana Examinations Council
Plot 54862, KT Motsete Road, Gaborone.

Tender Committee Secretary

For/ Executive Secretary

NB. Non-compliance to the separation of the **technical** and **financial** bids and any appearance of the financial figures in the technical bid shall be subject to outright disqualification. The same treatment will be given to bidders' resp that do not have the required number of envelopes for the technical and financial bids.