

INVITATION TO TENDER

PROVISION OF SECURITY PRINTING AND PACKAGING SERVICES FOR BOTSWANA EXAMINATIONS COUNCIL FOR 2017, 2018 AND 2019 EXAMINATIONS QUESTION PAPERS FOR

1. PRIMARY SCHOOL LEAVING EXAMINATIONS (PSLE),
2. JUNIOR CERTIFICATE EXAMINATION (JCE) &
3. BOTSWANA GENERAL CERTIFICATE OF SECONDARY EDUCATION (BGCSE)

Tender No. BEC EAC 002/15-16

• Tenders are invited for the Provision of Security Printing and Packaging Services for the PSLE, JCE and BGCSE Examinations Question Papers for the three (3) years of 2017, 2018 and 2019 Examinations.

• The Procuring Organisation is Botswana Examinations Council.
• This tender is an Open International tender i.e. both bidders in Botswana and outside Botswana are eligible to tender.

• For Botswana companies, bidders must, in order to be considered for the award of the contract, be registered with PPADB on Code 201 and any of the Sub-Code 01 to 06 or any other relevant Codes and Sub-Codes, be registered the Botswana Unified Revenue Services (BURS) and be in possession of a valid Tax Clearance Certificate or an exemption thereof.

For companies outside Botswana, bidders must in order to be considered for the award of the contract, be registered with Botswana Unified Revenue Services (BURS) and be in possession of a valid Tax Exemption Certificate for Tax Withholding purposes and be in possession of a document indicating that they are authorised to trade in this area (this document should be in English or be accompanied by a translation document). BURS may be contacted on the following:

PLOT 53976; KUDUMATSE ROAD
PRIVATE BAG 0013; GABORONE, BOTSWANA
TEL: 363 8000 FAX: 363 9999
WEBSITE: www.burs.org.bw

• Tender documents will be available with effect from **Monday 15th February 2016** and can be obtained from Procurement Office at Botswana Examinations Council at the following addresses:

Postal Address

Botswana Examinations Council
Private Bag 0070
Gaborone.

Physical Address

Botswana Examinations Council
Plot 54864, KT Motsete Road
Gaborone.

Contact person: Ms T. Chifani

Tel: (+267) 365 0700

Fax: (+267) 393 3872, 316 4413, 316 4203, 318 5011

Email: procurement@bec.co.bw

Website: www.bec.co.bw

Tender documents can also be accessed on BEC website: www.bec.co.bw for purposes of information

A non-refundable fee of **P500.00** should be paid during collection. Bids must be submitted using the two envelope system. **One original and five copies**, respectively for the financial and technical bids must be submitted in sealed packets labelled as follows

Tender No.: BEC EAC 002/15-16 –Provision Of Security Printing And Packaging Services of Examinations Question Papers for the three years (3) of 2017, 2018 and 2019 for Botswana Examinations Council for:

1. The Primary School Leaving Examinations (PSLE),
2. Junior Certificate Examination (JCE) and
3. Botswana General Certificate Of Secondary Education (BGCSE)

And should be delivered to the following address

The Secretary; Tender Committee
Botswana Examinations Council
Plot 54864
KT Motsete Road
Gaborone.

NB: 1. Non-compliance to the separation of the **Technical** and **Financial** bids is subject to outright disqualification. The same treatment will be given to bidders' responses that do not have the required number of envelopes for the technical and financial bids.

2. The tender document may be viewed from BEC website: www.bec.co.bw. Bidders are advised that this document is for viewing purposes only. Bid responses will only be accepted from bidders who bought the document from BEC.

• The tender response must be made in English.
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 date. The queries or questions should be put in writing and should be addressed to:

The Secretary; Tender Committee
Botswana Examinations Council
Private Bag 0070
Gaborone; Botswana.

Tel: (+267) 365 0700 Fax: (+267) 316 4413, 316 4203, 318 5011

Email: procurement@bec.co.bw

Bids must arrive no later than **10:00 am** (local time) on **Friday 8th April 2016**. The tenders will be opened 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

Tender Committee Secretary
For/ Executive Secretary