

TENDER NOTICE

**Botswana
Accountancy
College**

**TENDER
TENDERING PROCEDURES**

**TENDER NOTICE
and INVITATION TO
TENDER**

Tender Ref No. BAC/SWS/01/2018

HEALTH CARE SERVICES TENDER FOR BOTSWANA ACCOUNTANCY COLLEGE IN FRANCISTOWN

Service providers are invited from locally registered companies for Board Performance Evaluation for Botswana Accountancy College.

Tenderers who are domiciled in Botswana must, in order to be considered for award of the contract, be registered with Public Procurement & Asset Disposal Board (PPADB) in the category; **Code 134 (Health Services) Sub-code 03 (Health Care Services)**

The Procuring Department is Student Welfare and Support Services at Botswana Accountancy College

A **TWO** envelope procedure will be used.

The physical address for collection of tender documents is:

**Botswana Accountancy College
Main Campus
Finance Office**

Tel: 395 3062 Fax: 3914066

Documents may be collected during working days and hours from 08:45 up to 12:30 hours and 14:00 up to 17:00 hours from **24th August 2018 until 25th September 2018**.

A non-refundable deposit of **Two Hundred and fifty Pula only (P250.00)** payable to the college Bank account. **Youth owned companies will purchase the tender for one hundred and twenty five pula (P125.00)**. The bank details are as follows:

Company Name :	Botswana Accountancy College	Botswana Accountancy College
Bank Name :	Barclays Bank of Botswana	Stanbic Bank Botswana
Bank Account :	3732866	9060002379746
Branch Name :	Barclays House	Fairgrounds
Branch Code :	290267	064967
SWIFT Code :	BARCBWXXXX	SBICBWGX

Please use the **tender number** as reference when depositing at the bank.

NB: BAC DOES NOT ACCEPT CASH.

Queries relating to the issue of these documents may be addressed in writing fourteen (14) days before tender closing date **procurement@bac.ac.bw** Tel No. 3953062

A two-envelope submission, in which the technical offer is placed in one sealed envelope marked technical offer, and the financial offer is placed into a second envelope marked financial offer, and both envelopes are placed into a third envelope which is sealed. There should be three copies for each submission, one copy should be marked original and two copies of the original must be market copy in a plain envelope securely sealed and clearly marked "**Tender no. BAC/SWS/01/2018 HEALTH CARE SERVICES TENDER FOR BOTSWANA ACCOUNTANCY COLLEGE IN FRANCISTOWN**" and addressed to Executive Director, Botswana Accountancy College, Private Bag 00319, Gaborone, and should be hand delivered to Botswana Accountancy College, plot 50661 International Fairgrounds, Main Campus, Reception area, Gaborone.

The closing time for receipt of tender offers is **10:00 hours on 25th September 2018** and opening will follow immediately after closure in the presence of interested bidders.

Bidders wishing to attend the tender opening may do so at their own cost at BAC to plot 50661 International Fairgrounds, Main Campus, Reception area, Gaborone.

- **Late, Telephonic, telegraphic, telex, facsimile or emailed tender offers will not be accepted.**

The Public Procurement and Asset Disposal Board's Standardised Conditions of Tender apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

Notwithstanding anything in the foregoing, the Botswana Accountancy College is not bound to accept the lowest or any tender offer.

**T. Keamogetswe
For / Executive Director
Botswana Accountancy College**

