



**Bank of Botswana**

14 August 2026

***PUBLIC NOTICE AND INVITATION TO TENDER***

***The Bank invites eligible Companies to tender for the provision of courier and delivery services to the Bank for a period of three (3) years, Tender Reference No: BOB/2026/06/34***

1. *The Procurement Method is, Open Domestic Bidding.*
2. *The Evaluation method is, least cost selection for services.*
3. *Tenderers must, in order to be considered for award of this contract, be registered with Public Procurement Regulatory Authority (PPRA) under Codes: 119 Universal Postal Services, Sub code(s): 02, Courier Services.*
4. *The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act. Applicable Preference Scheme: Local Procurement Scheme (LPS). Interested companies may purchase the tender documents for a non-refundable fee of P350.00 (Three Hundred and Fifty Pula, VAT inclusive). The payment can be done by Electronic Fund Transfer (EFT) or cash at the Bank's Banking Hall in Gaborone, or at Francistown Branch Banking Hall, from 17 August 2026 to 7 September 2026, Monday to Friday at 0900 to 1400 hours in Gaborone and from 0900 to 1245 hours in Francistown Branch during weekdays. The 50% price discount for purchase of the tender document will be applied to companies owned by youth, women and people living with disability who should provide proof of the same to qualify.*
5. *Companies are advised to email proof of payment to [keekeek@bob.bw](mailto:keekeek@bob.bw) after which the complete tender documents will be sent electronically.*

**Bank Details for EFT payments**

Bank : Bank of Botswana  
Account Name : Accpac Sundry Receipts  
Account Number : 0000110900001  
Branch Code : 910167  
Branch Name : Gaborone  
SWIFT Code : BBOTBWGX  
Please include reference (Company Name)

6. *Enquiries and clarifications relating to this tender may be addressed to [enquiries20260634@bob.bw](mailto:enquiries20260634@bob.bw).*
7. *The tender will be closed on **8 September 2026, at 1000 hours and** opened same day or later as the Bank of Botswana may advise.*