



BANK OF BOTSWANA

PUBLIC NOTICE AND INVITATION TO TENDER

The Bank invites 100% Citizen-Owned Companies to tender for preventative maintenance of Heating Ventilation and Air Conditioning (HVAC) systems at the Bank of Botswana Airport Road facility, and other properties in Gaborone for a period of three (3) years, Tender Reference No: BOB/2025/03/11

1. The Procurement Method is, Open Domestic Bidding. The tender is reserved for 100% citizen owned companies.
2. The Evaluation method is, Least cost selection for works.
3. Tenderers must, in order to be considered for award of this contract, be registered with Public Procurement Regulatory Authority (PPRA) under **Code: 08** Mechanical Engineering Works and Maintenance, **Sub code 01:** Air conditioning/ Refrigeration, **Subcode 07:** low pressure water systems, **Sub code 11:** pumps and munchers. **Grade E.**
4. A compulsory site visit with representatives of the Procuring Entity will take place at **Bank of Botswana Airport Road Facility in Gaborone on 8 April 2025 at 1000hrs.** Prospective bidders are to assemble by the gate of the main entrance at BOB Airport Road Facility (Block 8). Registration starting time: 1000hrs. The costs of visiting the Site shall be at the Tenderer's own expense.
5. 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 31 March 2025 to 16 April 2025, 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.
6. Companies are advised to email proof of payment to keekeek@bob.bw who shall send the complete tender documents by 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)

7. Enquiries and clarifications relating to this tender may be addressed to enquiries20250311@bob.bw.
8. The tender will be closed on **17 April 2025, at 1000 hours and** Submissions will be opened at 1200 hours, the same day, or later as the Bank of Botswana may advise.