

BOTSWANA VACCINE INSTITUTE	TENDERING PROCEDURES	T1.1 TENDER NOTICE and INVITATION TO TENDER
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- **Tender Reference Number: BVI/PRJ/04/2025-2026**

Tender Title: TENDER FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSION, QUALIFICATION AND VALIDATION OF BLENDING AND FILLING PROJECT EQUIPMENT- CLEAN ROOMS

- Sealed Tender offers are invited FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSION, QUALIFICATION AND VALIDATION OF THE BLENDING AND FILLING PROJECT EQUIPMENT – CLEAN ROOMS
- The Works Contract will include the following:
 - a. SUPPLY & DELIVERY
 - b. INSTALLATION
 - c. COMMISSIONING, QUALIFICATION, & TESTING
 - d. VALIDATION

- The Procuring Entity: Botswana Vaccine Institute Limited

- Procurement Method is: **Open International bidding.**

- Notwithstanding anything in the foregoing, BOTSWANA VACCINE INSTITUTE is not bound to accept any tender offer or to bear any expense incurred by bidders in the preparation thereof.
- This document will be shared via email.
- Preference Margins will be applied to qualifying bidders in line with the Prescribed preference scheme for local companies only.
Economic Diversification Drive (EDD) or
Local Procurement Scheme (LPS)
(Only one will apply which benefits the citizen more)

Code 01 Building Construction Works and Maintenance

Sub-code 03 pre-fabricated buildings Grade E

AND

Code 02 Electrical Engineering Works and Maintenance

Sub-code 01 Electrical Installations Grade E

Foreign companies should be registered with their country's engineering regulatory body under Electrical works Maintenance & Mechanical or equivalent.

The tender documents will be shared via email from the **25th August 2025** upon presentation of proof of payment to BVI, of a non-refundable and non-transferable fee of BWP1,100.00 (one thousand one hundred Pula only). Botswana youth owned companies will pay BWP550.00 (five hundred and fifty Pula only) non-refundable and non-transferable fee upon submission of Identity

Document (O mang). Payments shall be made to the following BVI Account details:

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Account Name: Access & Beyond Botswana	Bank Name: Access bank
Account Number: 1002533640701	Branch Name: Corporate
Branch Code: 552067	Swift Code: FMBZBWGA

Bidders are advised to use **Company name and Tender reference number** as reference.

Proof of payment shall be emailed to: procurement@bvi.co.bw

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- Queries or Clarification relating to the issuance of these documents may be addressed in writing not later than five (5) working days before the tender closing date to Mr. Tefo Motsumi, Tel No: +267 398 6729, Email address procurement@bvi.co.bw

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- There shall be a **COMPULSORY** site meeting with representative of the Botswana Vaccine Institute (BVI) Limited on:
 - Date: 08th September 2025
 - Time: 10:00am (CAT)
 - Venue: Botswana Vaccine Institute Limited, Plot 6385/90 Lejara Road, Broadhurst Industrial Site, Gaborone, South-East District (Botswana)
 - The following Personal Protective Equipment (PPE) will be **COMPULSORY**:
 - Steel toe safety / boots
 - Work wear (industrial clothing, such as, overalls, jeans, etc)
 - Hard hat / bump cap
 - BVI will not incur site visit cost from the bidder.

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- The closing time for receipt of sealed tender offers is 10:00 am (CAT) on 29th September 2025. Late, faxed, post mailed, e-mailed and telephonic tender offers will **not** be accepted.
 - Bids shall be opened immediately after closure on the same day at the address mentioned above
 - Late tender offers will not be accepted.
 - The tender Evaluation will follow Least Cost Selection Evaluation Method.
 - The Bid Submission Method is: ***Single envelope submission method*** in which a tender document containing the financial and technical offer of a bidder is submitted together in one sealed envelope or packaging. Bidders are to submit one (1) original tender document marked original and six (6) duplicate copies of original marked copy in one sealed envelope clearly marked as follow:

TENDER REFERENCE No. BVI/PRJ/04/2025-2026 WORKS TENDER FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSION, QUALIFICATION AND VALIDATION OF BLENDING AND FILLING PROJECT EQUIPMENT – CLEAN ROOMS

Shall be delivered to Botswana Vaccine institute, plot 6385/90 Lejara road, Broadhurst Industrial, Procurement foyer

The Public Procurement Regulatory Authority Standardized Conditions of Tender for Works shall

apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

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