



## TENDERING PROCEDURES

### T1.1 TENDER NOTICE and INVITATION TO TENDER

- **Tender Reference Number: BVI/ENG/50/2025 - 26**

**Tender Title: A WORKS CONTRACT FOR THE SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF A NEW BOILER AND ASSOCIATED SERVICES AT BOTSWANA VACCINE INSTITUTE**

- Sealed Tender offers are invited for **A WORKS CONTRACT FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING OF A 5000KG/H NEW BOILER, RECONDITIONING, COMMISSIONING AND TESTING OF AN EXISTING 3000KG/H BOILER AT BOTSWANA VACCINE INSTITUTE**
- The works contract will include the following:
  - (i) Supply and install a new 5 000kg/h diesel fired steam boiler and position it as indicated on the drawings. The boiler will be supplied complete with all necessary accessories and full statutory certification and minimum warranty of 12months
  - (ii) Supply, install and commission 3 000 kg/h mobile boiler with hot well on hire for the duration of the project.
  - (iii) Carefully shut the steam valves and dismantle the 400-diameter stack on the operational 3000kg/h boiler and safely take the pieces down.
  - (iv) Dismantle some of the accessories like burner, feedwater pump, pipes, TDS control equipment, etc. Rig the existing 3 000kg/h diesel fired steam boiler from the plantroom to outside c/w associated steam pipe pieces that may obstruct the movement of the boiler.
  - (v) Carefully dismantle the 4100litre hot-well tank. Procure a 5000litre hot-well tank and position the hot-well tank to a new position as indicated on the drawings complete with all pipe connections as necessary for a complete installation.
  - (vi) Clear space and rig the new 5000kg/h diesel fired boiler.
  - (vii) Rig in the 5000kg/h boiler into the boiler house and place into position
  - (viii) Rig the 3000kg/h boiler back into the boiler house and place in position.
  - (ix) Complete the installation of the 5000kg/h boiler and commission for operation
  - (x) Decommission the 3000kg/h mobile boiler
  - (xi) Upgrade the 3000kg/h boiler
  - (xii) Testing and Commissioning

- The Procuring Entity: Botswana Vaccine Instituted Limited

- Procurement Method is Open international Bidding

- Local Contractor registered with the Public Procurement Regulatory Authority in the following categories:

**Code: 08 Mechanical Engineering Works**

**Sub code(s): 08 – Steam and Boiler systems, Grade E**

- Queries or Clarification relating to the issuance of these documents may be addressed in writing not later than five (05) working days before the tender closing date to Mr Tefo Motsumi, Tel No: +267 3986729 Email address: [procurement@bvi.co.bw](mailto:procurement@bvi.co.bw)

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- A compulsory pre-tender clarification site meeting (site visit) with representatives of the Procuring Entity will take place at Botswana Vaccine Institute, Plot 6385/90, Lejara road, Broadhurst, Gaborone, Botswana on the **15/04/2026 @ 1000HRS**

The following Personal Protective Equipment (PPE) will be **COMPULSORY**:

- Steel toe safety shoes/ boots
- Work wear (industrial clothing, such as, overalls/ worksuit, jeans, etc.)
- Hard hat/bump cap
- A non-refundable deposit of **P 1 100.00** payable by EFT or bank deposit in favor of Botswana Vaccine Institute is required before the tender document can be sent to the bidder via email from 27 March 2026 between 0730hrs and 1600hrs during working days. Botswana owned Youth owned companies shall pay half of the tender price, proof required for verification( copy of identity card and certificate of incorporation)
- Proof of payment should be emailed to [procurement@bvi.co.bw](mailto:procurement@bvi.co.bw)
- When making payment, bidding company name and tender reference number should be included as reference. In the proof of payment submission, the name of the contact person and contact number as well as the tender title should be included.
- Communication with the bidder will be through the email used to submit proof of payment
- Bidders are to use the below banking details to deposit the funds

**Bank:** Access Bank **Account type:** Current Branch: 552067 **Branch name:** Corporate  
**Account number:** 1002533640701

- The documents will be available f

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- The closing time for receipt of tender offers is **10:00 hours on 28/04/2026** Late, faxed, post mailed, and telephonic tender offers will **not** be accepted
  - Submit one (1) original tender document marked original and 3 duplicate copies of the original document marked copy in one sealed envelope clearly marked:
  - **“BVI/ENG/50/2025-26 A WORKS CONTRACT FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING OF A NEW BOILER, RECONDITIONING, COMMISSIONING AND TESTING OF AN EXISTING 3000KG/H BOILER AT BOTSWANA VACCINE INSTITUTE** Shall be delivered to Botswana Vaccine Institute plot 6385/90 Lejara road, Broadhurst industrial Gaborone
  - Bids shall be opened immediately after closure on the same day at the address mentioned above
  - The tender Evaluation will follow: Quality and Cost Method of Evaluation-works

The Bid Submission Method is: **Two Envelope Submission Method** in which sealed original and all the sealed copies of the technical offer are placed in one separate sealed envelope whilst the sealed original and all the copies of the financial offer are enclosed in another separated sealed envelope. The two sealed envelopes are then placed in one outer securely sealed envelope marked;

**BVI/ENG/50/2025-26 A WORKS CONTRACT FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING OF A NEW BOILER, RECONDITIONING, COMMISSIONING AND TESTING OF AN EXISTING 3000KG/H BOILER AT BOTSWANA VACCINE INSTITUTE**

Tender documents are to be delivered to: **Botswana Vaccine Institute, Plot 6385/90 Lejara Road Broadhurst industrial Gaborone.**

**Procurement foyer, in a designated tender box.**

**A WORKS CONTRACT FOR THE SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING OF A NEW BOILER, RECONDITIONING, COMMISSIONING AND TESTING OF AN EXISTING 3000KG/H BOILER AT BOTSWANA VACCINE INSTITUTE**

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**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.**

Notwithstanding anything in the foregoing, Botswana Vaccine Institute is not bound to accept the any tender offer or to bear any expense incurred by bidders in the preparation