

**Republic of Botswana — Tender No. POU/MLWA/CS/ REFRESHMENTS FRAMEWORK  
CONTRACT/0208/25032024  
Ministry of Lands and Water Affairs – Corporate Services**

**TENDER FOR THE PROCUREMENT OF REFRESHMENTS ON A FRAMEWORK CONTRACT BASIS FOR  
A PERIOD OF 24 MONTHS**

- SEALED TENDER OFFERS ARE INVITED for the procurement of refreshments on a framework contract basis for a period of 24 months.
- The Procuring Entity is: Ministry of Lands and Water Affairs – Corporate Services.
- Procurement Method is: Open Domestic Bidding.
- Tenderers who are domiciled in Botswana must, in order to be considered for award of the contract, be registered with the Public Procurement Regulatory Authority in the following category: Code: 207 – General Supplies, Sub-Code: 01 – General Food Supplies.
- The tender is reserved for citizens or citizen contractors as stated under section 76 (2) of the Public Procurement Act, 2021.
- Preference margins will be applied to qualifying bidders in line with the prescribed preference: Where applicable, the Presidential Directive on Economic Diversification Drive CAB 34 (B) of 2014 shall be applied in the evaluation of the tender. The Contractor (or supplier as the case may be) is required to abide by the undertakings given in the Guidelines on Economic Diversification Drive – 2014 published by the Ministry of Trade and Industry. To benefit from EDD preferences, bidders must include certified copies of EDD certificate.
- This tender is reserved for youth operating within the jurisdiction of Greater Gaborone.
- The physical address for collection of Tender Documents is: Ministry of Lands and Water Affairs, Main Mall, Plot No. 1108, AKD Building, First Floor, Office No. 125.
- Tender Documents may be collected during working hours between 0730 hours and 1245 hours and from 1345 hours to 1530 hours with effect from 3rd July, 2024.
- A non-refundable fee of BWP 100.00 (One Hundred Pula only) payable in cash or Point of Sale (POS) is required on collection of the Tender Documents at Office No. 106, Ministry of Lands and Water Affairs, Main Mall, Plot No. 1108, AKD Building, First Floor.
- Youth owned companies will be sold the tender at 50% of the selling price BWP 50.00 (Fifty Pula only) as per the Presidential Directive CAB 14 (B) 2015. Proof of eligibility will be required at point of sale.
- Note: Revenue Office opens between 0730 hours and 1245 hours and from 1345 hours to 1530 hours during weekdays.
- Queries or clarifications relating to the issuance of these documents may be addressed, in writing, not later than seven (7) days before the tender closing date to: Mr Halley Matlhodi, Telephone Nos. 3682239/8, Email: hmatlhodi@gov.bw.
- The closing date and time for receipt of sealed tender offers is 24th July, 2024 at 1000 hours.
- Late tender offers will not be accepted.
- The Bid Submission Method is: One-Envelope Submission in which a tenderer's financial and technical offers are submitted together in one sealed envelope.
- Submit one (1) original tender proposal marked "Original" and two (2) duplicate copies of the original document marked "Copy" in one sealed envelope clearly marked: "Tender No. POU/MLWA/CS/REFRESHMENTS FRAMEWORK CONTRACT/0208/25032024 – Tender for the Procurement of Refreshments on a Framework Contract Basis for a Period of 24 Months" shall be delivered to: Ministry of Lands and Water Affairs, Procurement Office, East Wing, Ground Floor, Reception Area, Debswana House, Main Mall.
- The names and addresses of bidders should be clearly marked on the envelope.

The Public Procurement Regulatory Authority's Standardised Conditions of Tender for Supplies shall apply to this procurement, for which all the applicable Tender Data is contained in the Tender Document.

Notwithstanding anything in the foregoing, the Procuring Entity or Government of Botswana is not bound to accept the lowest or any tender offer.

