

Ministry of Employment, Labour Productivity and Skills Development - MELSD-04-02/2020-2021 (27)

Tender offers are invited for the services contract for the provision of full-time vocational training programmes at certificate level for the Department of Skills Development

Closing: 15 January 2021 10H00

Site Visit: A non-compulsory clarification meeting with representatives of the Procuring Entity will take place at Conference Room on 30th December 2020, starting at 09:00, Department of Skills Development, Lot No. 50626 of Lot No. 5019, Naledi Extension (adjacent to Cresta Lodge) Conference Room. Note: Tender clarification meetings will be conducted in line with COVID-19 protocols. One person per company will be allowed for the clarification meetin

Contacts

Mr Olefile Mochotlhi	3909015/3932762	3975653
Mr Othusitse L. Sephuthu	3909015/3932762	3975653

Collection : The physical address for collection of Tender Documents is Department of Skills Development, Lot No. 50626 of Lot No. 5019, Naledi Extension (adjacent to Cresta Lodge), Procurement Office No. 57. Documents may be collected during working days between 07:30 and 12:45 and from 13:45 to 15:00 with effect from 11th December 2020. Queries or clarifications relating to the issuance of these documents may be addressed, in writing, no later than fourteen (14) days before the tender closing date to Mr. Olefile Mochotlhi/Mr. Othusitse L. Sephuthu, Telephone Nos. 3909015/3932762, Fax No. 3975653

Fee: A non-refundable deposit of P2000.00 (Two Thousand Pula only); P1000.00 (One Thousand Pula only) for youth companies; payable in cash made out in favour of the Government of Botswana is required on collection of the Tender Document. Payment to be made at Department of Skills, Lot No. 50626 of Lot No. 5019, Naledi Extension (adjacent to Cresta Lodge), Accounts Office, Ground Floor, Office No. 56, between 07:30 and 12:45 and from 13:45 to 15:00

Delivery: The names and addresses of bidders should be clearly marked on the envelope. The Bid Submission Method is: Two-Envelope Submission in which the 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 sealed copies of the financial offer are enclosed in another separate sealed envelope. The two sealed envelopes are then

placed in one outer securely sealed envelope. One (1) original tender offer marked "Original" and two (2) duplicate copies of the original document marked "Copy" in one sealed envelope clearly marked: "Tender No. MELSD-04-02/2020-2021 (27) - A Services Contract for the Provision of Full-Time Vocational Training Programmes at Certificate Level for Department of Skills Development" shall be delivered to Ministerial Tender Committee, Lot No. 50626 of Lot No. 5019, Naledi Extension (adjacent to Cresta Lodge), Ground Floor, Office No. 59, during working days between 07:30 and 12:45 and 13:45 to 16:30. The closing time and date for receipt of sealed tender offers are 10:00 on 15th January 2021 at Ministry of Employment, Labour Productivity, and Skills Development, Government Enclave, Block 8 Building, Floor Seven. Note: Tender submission and tender opening meetings will be conducted in line with COVID-19 protocols. One person per company will be allowed for the tender opening meeting. Late tender offers will not be accepted

Requirements : 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 and Asset Disposal Board in the following category: Code: 144 - Training Services, Sub-Code: 01 - Human Resources. Preferential Schemes (EDD or LPS) will apply in this tender. Preference will be given to companies with a valid EDD Certificate subject to the reasonableness of their prices in accordance with the Cabinet Directive Cab No. II (A)/2010 on Economic Diversification Drive. Directive on the Local Purchase Scheme (LPS) will be applied in this tender as per the applicable LPS Guidelines (Cabinet Directive (CAB No. 19 (B) of 2013). The Public Procurement and Asset Disposal Act's Standardised Conditions of Tender for Services apply to this procurement, for which all the applicable Tender Data is contained in the Tender Documents. Notwithstanding anything in the foregoing, the Government of Botswana is not bound to accept the lowest or any tender offer