

**North-East District Council – Tender No. NEDC/EDU/04/2024**

**PROCUREMENT OF SUPPLY AND DELIVERY OF UHT FULL CREAM MILK TO NORTH-EAST DISTRICT COUNCIL PRIMARY SCHOOLS**

- SEALED TENDER OFFERS ARE INVITED for the procurement of supply and delivery of UHT full cream milk to North-East District Council primary schools.
- The Procuring Entity is: North-East District Council.
- Procurement Method is: Open Domestic Bidding.
- Duration of the contract is 12 months.
- Tenderers who are domiciled in Botswana must, in order to be considered for the award of the contract, be registered with the Public Procurement Regulatory Authority in the following categories:
  - Code: 213 – General Manufacturers or Producers
  - Sub-Code: 01 – Processed Food
- The tender is reserved for citizens or citizen contractors 100% registered in Botswana as stated under section 76 (2) of the Public Procurement Act.  
Preference margins will be applied to qualifying bidders in line with the prescribed Preference Schemes as follows: Economic Diversification Drive scheme in accordance with the Presidential Directive 34 (a) of 2013 and Presidential Directive CAB 14 (B) 2015.
- Tenderers to purchase all their products from 100% citizen locally based manufacturers and service providers, provided that the goods and services are locally available, competitively priced and meet tender specifications in terms of quality standard as certified by Botswana Bureau of Standards (BOBS) or other recognized certifying bodies.
- The physical address for collection of Tender Documents is: Procurement Unit Office at Ipelegeng Offices behind Masunga Clinic, next to the Bus Rank.
- Documents may be collected during working hours between 0730 hours and 1245 hours and from 1345 hours to 1630 hours from 26th April, 2024 upon presentation of receipts of payment.
- A non-refundable fee of BWP 250.00 (Two Hundred and Fifty Pula only) payable in cash is required on collection of the Tender Documents.
- Tender Documents will be sold at 50% price for youth companies as per Presidential Directive CAB 14 (B) 2015. Proof will be required at point of sale (*omang* and form of Directors).
- Payment should be made during working hours between 0800 hours and 1245 hours and from 1345 hours to 1530 hours at North-East District Council, Revenue Office No. 15 at Rural Administration Centre, Masunga.
- Queries or clarifications relating to the issuance of these documents may be addressed, in writing, not later than five (5) days before the tender closing date to: Ms M. Mahole/Ms A. Platjje/Ms J. Nyanisani, Private Bag 004, North-East District Council, Masunga, Telephone Nos. 2489393/2489289/161/274, Fax Nos. 2489290/2498070.
- The closing date and time for receipt of sealed tender offers is 0900 hours on 14th May, 2024.
- 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.
- 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. NEDC/EDU/04/2024 – A Tender for Supply and Delivery of UHT Full Cream Milk to North-East District Council Primary Schools" shall be delivered to: Procurement Office at Ipelegeng Offices, behind Masunga Clinic, next to the Bus Rank, Masunga.
- The name and address of the bidder 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.

