

INVITATION TO TENDER

BOTSWANA SCHOOL OF BUSINESS SCIENCES	TENDER TENDERING PROCEDURES	T 1.1 TENDER NOTICE AND INVITATION TO TENDER
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Tender Ref No. BSBS/03/ICT/2026-2027

INVITATION TO TENDER FOR THE SUPPLY OF VMWARE LICENSING TO BOTSWANA SCHOOL OF BUSINESS SCIENCES FOR 12 MONTHS (1 YEAR)

Sealed Tender offers are invited for the provision of **SUPPLY OF VMWARE LICENSING TO BOTSWANA SCHOOL OF BUSINESS SCIENCES FOR 12 MONTHS (1 YEAR)**

The Procuring Department is **Information Communication Technology (ICT)** at **Botswana School of Business Sciences**.

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 Public Procurement Regulatory Authority (PPRA) in the categories:

- Code 120 (ICT Technical Support),**
- **Sub-Code 05 (Network Management and Maintenance Services) or**
 - **Sub Code OR 02 Server Management and maintenance Services or**
 - **Sub Code 03 Data Centre Maintenance & Hosting Facilities or**
 - **Sub Code 04 Desktop Management and Maintenance Services or**
 - **Sub Code 06 ICT Security Management and Maintenance Services**

The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act. (unless stated otherwise in this tender as may be prescribed by the Minister) to be aligned with the procurement method.

Preference margins will be applied to qualifying bidders in line with the prescribed Preference Scheme

The tender document will be emailed to bidders upon submission of proof of payment to accounts@bac.ac.bw; and Cc tenders@bac.ac.bw; during working days from **08:00** up to **17:00** hours effective from **10th April 2026**.

A non-refundable deposit of (P560.00) five hundred and sixty Pula only payable to the institution's Bank account. Youth owned companies will purchase the tender for (P280.00) two hundred and eighty Pula only. The bank details are as follows:

Company Name	: Botswana Accountancy College	Botswana Accountancy College
Bank Name	: ABSA Botswana	Stanbic Bank Botswana
Bank Account	: 3732866	9060002379746
Branch Name	: ABSA House	Fairgrounds
Branch Code	: 290267	064967
SWIFT Code	: BARCBWXXXX	SBICBWGX

Please use the tender number as the reference when depositing at the bank.

NB: BAC DOES NOT ACCEPT CASH.

The Invitation to Tender documents shall be emailed to bidders upon submission of proof of payment to accounts@bac.ac.bw; and Cc tenders@bac.ac.bw during working days and hours from **08:00** up to **12:30** hours and **14:00** up to **17:00** hours. Tender documents shall be sent to bidders emails used for sending Proof of Payment.

Queries or clarifications relating to the issuance of these documents may be addressed in writing not later than **5 days** before the tender closing date to Procurement Office: Telephone: (+267 395 3062) Email address: tenders@bac.ac.bw

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The closing date and time for receipt of sealed tender offers is **12:00** hours on the **8th May 2026**. Late tender offers will not be accepted.

Evaluation Method: Least Cost Selection Evaluation procedure.

The Bid Submission Method is: One (1) Envelope Submission Method in which the tenderer's technical and financial offers are submitted together in one sealed envelope.

One (1) original tender document marked **ORIGINAL** and two **(2) duplicate copies** of the original document marked copy, and **soft copy in the USB** in one sealed envelope clearly labeled as follows:

- Tender Reference No.: **BSBS/01/ICT/2026-2027**
- Tender Name: **"SUPPLY OF VMWARE LICENSING TO BOTSWANA SCHOOL OF BUSINESS SCIENCES FOR 12 MONTHS (1 YEAR)"**

shall be delivered to:

**Botswana School of Business Sciences
Gaborone Main Campus
Plot No 50661
Fairgrounds International Office Park
Gaborone**

The name and address of the bidder should be clearly marked on the envelope.

The Public Procurement Regulatory Authority Standardised Conditions of Tender for Services shall apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

{Notwithstanding anything in the foregoing, the Botswana School of Business Sciences is not bound to accept the lowest or any tender offer.}