

## TENDER NOTICE

### PROFILE

The Botswana Tourism Organisation (BTO) is a corporate body established through an Act of Parliament with the mandate to: market and promote Botswana's tourism; grade and classify tourist facilities; and to promote investment in the tourism sector.

### INVITATION

Botswana Tourism Organisation invites **100% CITIZEN** companies to tender for the **SUPPLY, INSTALLATION AND CONFIGURATION OF BACKUP APPLIANCE TO BOTSWANA TOURISM ORGANISATION.**

- **TENDER NO: BTO 043/0103-23-24/BACKUPAPPLIANCE**

All interested bidders must be registered with PPADB under the following compulsory codes;

- **PPADB CODE: I20 ICT Technical Support Services**

- The tender document is purchased at a non-refundable fee of **BWP 250.00 (Two Hundred and Fifty Pula)** made in favour of BTO.
- Youth Owned Companies will purchase the tender document at a non-refundable fee of **BWP 125.00** with attached proof.
- The Purchase of tender documents shall be made through electronic transfer or deposit at the following banking details;

**Account Name:** Botswana Tourism Organisation

**Bank Name:** First National Bank of Botswana

**Branch:** Corporate

**Branch Code:** 28-22-67

**Reference:** Company Name & Tender Number

**Account Numbers:** 62098945804 (Current Account)

Once the deposit is made, the Bank stamped deposit slip should be attached and a request for the tender document submitted to; [procurement@botswanaturism.co.bw](mailto:procurement@botswanaturism.co.bw) for issuance of a single copy of the Invitation to Tender Document (ITT) via email. The name of the company and tender number should be referenced for identity.

Tender documents will be available with effect from **January 25<sup>th</sup>, 2024**, upon presentation of proof of payment.

**Closing Date; Friday 01<sup>st</sup> March 2024 @ 1000hours**

The Procuring' Entity's address for delivery of tender offers is;

**Botswana Tourism Organisation  
Fairscape Precinct  
Plot 70667  
Fairground Office Park  
(IA & IB), First Floor  
Gaborone, Botswana**

Queries/Clarification of the tender documents must be received by the Procuring Entity at least 7 working days before the tender closing date and time stated in clause 2.26 of the Tender Data **to the Procurement Manager, Tel No. 3913111, Email address: [procurement@botswanaturism.co.bw](mailto:procurement@botswanaturism.co.bw)**

All clarifications sought are to be submitted in writing and delivered by hand, email or via facsimile to the employer's agent. Tenderers are thus to present any clarifications sought in writing to minimise any misunderstanding. All requests for clarification and resulting in addenda to the tender documents shall be distributed amongst all prospective tenderers.