

1 TENDERING PROCEDURES – TENDER NOTICE AND INVITATION TO TENDER

<ul style="list-style-type: none"> • MOTOR VEHICLE ACCIDENT FUND.
<ul style="list-style-type: none"> • Tender Reference No: RFP-04-2025
<ul style="list-style-type: none"> • Procurement Requirements: Review of the Investment Policy Statement (IPS)
<ul style="list-style-type: none"> • Sealed Tender offers are invited for the provision of: Review of the Investment Policy Statement for Motor Vehicle Accident Fund at MVA Fund Head Office, Plot 50367 Gaborone
<ul style="list-style-type: none"> • The Procuring Entity/Organization is Motor Vehicle Accident Fund.
<ul style="list-style-type: none"> • Procurement Method is: Open Domestic Bidding
<ul style="list-style-type: none"> • Evaluation Method: Quality and Cost Combined
<ul style="list-style-type: none"> • Prescribed Reservation Schemes: 100% Botswana Citizen Owned Companies
<ul style="list-style-type: none"> • Tenders must be PPRA registered in the following codes: Code 314- Finance Related Services, sub code: 01- Finance Management and/or Code 317 -Management Consultancy Services - sub code 01-Management Consulting
<ul style="list-style-type: none"> • The Bid Submission Method is: Two Envelope Submission Method 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. • The name and address of the bidder should be clearly marked on the envelope.
<ul style="list-style-type: none"> • “Tender Reference No. RFP- 04-2025-Review of the Investment Policy Statement shall be delivered to the Tender Box at 3rd floor, MVA Fund House, Plot 50367, Fairgrounds Office Park.
<ul style="list-style-type: none"> • The physical address for collection of tender documents is 3rd Floor, MVA Fund House, Plot 50367, Fairgrounds, Gaborone • Tender Fees: The tender is issued at a non-refundable standard fee of P300.00 vat inclusive and P150.00 vat inclusive for youth owned companies in Botswana upon submission of proof of registration.

<ul style="list-style-type: none">• Site visit: Not Applicable
<ul style="list-style-type: none">• Queries or clarifications relating to the issuance of these documents may be addressed in writing no later than 14 days before the tender closing date to Mr. Tshupo Mosweu or Mr Victor William Tel No. +267 3600258/ 3600118/ 3600100 or email tmosweu@mvafund.bw and vwilliam@mvafund.bw OR procurement@mvafund.bw
<ul style="list-style-type: none">• The closing date and time for receipt of sealed tender offers is on or before 1500hrs on 23 April 2025

The Tender Regulations and Procurement Procedures issued by MVA Fund apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

Notwithstanding anything in the foregoing, the Motor Vehicle Accident Fund is not bound to accept the lowest or any tender offer.

Michael M. Tlhagwane

Chief Executive Officer

Motor Vehicle Accident Fund