

Civil Aviation Authority of Botswana (CAAB) is a statutory body established as a State-Owned Enterprise (SOE) to promote safe, regular, secure and efficient use and development of Civil Aviation in Botswana; To regulate and develop air transport, by providing air navigation services, managing airports and advising the Botswana Government on all aspects of civil aviation.

Name of the Procuring Entity:

Civil Aviation Authority of Botswana

Tender Notice and Invitation to Tender

Tender Reference Number: CAAB 24/24-25/WORK

▪ **Tender Title:** PROCUREMENT OF SERVICES FOR RUBBER DEPOSIT REMOVAL AT CIVIL AVIATION AUTHORITY OF BOTSWANA'S FOUR INTERNATIONAL AIRPORTS (SSKIA, KIA, MIA AND PGMIA)

▪ Sealed Tender offers are invited for the provision of SERVICES FOR RUBBER DEPOSIT REMOVAL AT CIVIL AVIATION AUTHORITY OF BOTSWANA'S FOUR INTERNATIONAL AIRPORTS (SIR SERETSE KHAMA INTERNATIONAL AIRPORT (SSKIA), KASANE INTERNATIONAL AIRPORT (KIA), MAUN INTERNATIONAL AIRPORT (MIA) AND PG MATANTE INTERNATIONAL AIRPORT (PGMIA)

▪ The Procuring Entity is Civil Aviation Authority of Botswana

▪ Procurement Method is: **Open International Bidding**

▪ Preference margins will be applied to qualifying bidders in line with the Economic Diversification Drive (EDD) as per EDD certificate. Eligible bidders must submit relevant EDD Certificate (Local Contractors).

▪ This tender is open to both Local and International Contractors in line with Section 53 of the Public Procurement Act, 2021.

▪ 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 03 – Civil Engineering Works; Sub code 01 – Construction (Roads, Infrastructure, Airfields), Grade OC**

▪ Foreign Companies must be in possession of documentation defining the constitution or legal status, place of registration and principal place of business.

▪ Submit a valid tax clearance certificate issued by BURS or Tax Identification Number (TIN) and Tax Clearance Certificate (TCC) Number or exemption thereof issued by Botswana Unified Revenue Services. *The validity of the Certificate is to be verified online. For reference visit, <https://www.burs.org.bw/index.php/tax/tax-clearance-or-exemptions>*

▪ The physical address for collection of tender documents is Plot No.17401, Procurement

Office 1001, First Floor, Terminal building, Sir Seretse Khama International Airport, Gaborone, Botswana.

▪ Documents may be collected during working hours between **08:30hrs and 1600hrs from the 24 March 2025.**

▪ A non-refundable fee of **BWP 250. 00** payable by cash in favour of the Civil Aviation Authority of Botswana is required on collection of the tender documents. Youth-Owned businesses will purchase at a half price of **BWP 125.00**

and shall present certified copies of Form of Registrar of Companies listing shareholders and directors, share certificates and ID of directors and shareholders. Proof of payment is required on collection of the tender documents.

▪ Any queries or clarifications with respect to this Tender must be in writing and addressed to the Chief Procurement Officer using the contact details specified in this Invitation to tender, preferably emailed to tenders@caab.co.bw, and must be received on or before **1700 hours on 09th April 2025.**

▪ A compulsory site visit and pre-tender meeting in **all airports** with representatives of the Procuring Entity will take place as follows:

- Sir Seretse Khama International Airport (SSKIA) – **31/03/2025 @ 0900 hours**
- Maun International Airport (MIA) - **02/04/2025 @ 0900hrs hours**
- Kasane International Airport (KIA) - **03/04/2025 @ 0900 hours**
- P G Matante International Airport (PGMIA) - **04/04/2025 @ 0900 hours**

▪ **Bidders are required to bring reflector vests and Omang/Identity documents during time of site visit in order to access Airside.**

▪ **The closing date and time for receipt of sealed tender offers is 25th of April 2025 @1000 hours.**

▪ Tender opening will be done on, **25 April 2025 @ 1030 hours.**

▪ Late tender offers will not be accepted.

▪ The Bid Submission Method is: One Envelope Submission Method in which a tenderer's financial and technical offer is submitted together in one sealed envelope. Submit one (1) original tender document marked "ORIGINAL" and two (2) duplicate copies of the original document marked "COPY" in one sealed envelope marked "TENDER REFERENCE NO. CAAB 24/24-25/WORK: PROCUREMENT OF SERVICES FOR RUBBER DEPOSIT REMOVAL AT CIVIL AVIATION AUTHORITY OF BOTSWANA'S FOUR INTERNATIONAL AIRPORTS (SSKIA, KIA, MIA AND PGMIA)" shall be delivered to:

Civil Aviation Authority of Botswana, Sir Seretse Khama International Airport, Terminal Building, Plot No.17401, Office number 1001, First Floor, Gaborone, Private Bag SK9, Gaborone, Botswana.

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

The Public Procurement Regulatory Authority Standardised Conditions of Tender for Works shall 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.



Vision

A transformative, agile, high performance Civil Aviation Authority

Mission

To regulate the aviation industry and sustainably provide airport and airspace services

Values

Customer First, One Team, Innovation, Integrity, Passions