



TENDER NOTICE

A TENDER FOR PROVISION OF SECURITY GUARD AND DOG SERVICES AT BOTSWANA RAILWAYS PREMISES FOR A PERIOD OF THREE (3) YEARS - TC1035 -2024/2025.

Sealed Tender offers are invited for the **provision of security guard and dog services at Botswana Railways premises for a period of three (3) years** for **Botswana Railways**.

- Procurement Method is **Open Domestic Bidding**
- 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: 100 - Security Services

Sub Codes: 01 – Security Guard Services and Sub Code 04 – Electronic Security Services

The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.

- Preference margins will be applied to qualifying bidders in line with the following prescribed Preference Schemes:
 - ✓ Economic Diversification Drive (EDD) will apply for the evaluation of this tender as per Presidential Directive Cab 34(B) 2014.
 - ✓ The Directive CAB 19(B) 2013: Local Procurement Scheme shall apply in this tender and bidders shall complete the Local Procurement Registration Certificate attached. The bidder shall submit evidence for youth, woman, disability, rural setting and employment.
- The tender documents can be accessed from Botswana Railways Procure Ware system under documents tab. For registration on the Procure ware system follow this link: <https://botrail.procureware.com/Register>
- Documents may be accessed from Botswana Railways Procure ware with effect from the **30/04/2025 at 10:00 hours**.
- Eligible tenderers must in order to participate in the tender, pay a non-refundable fee of **BWP500.00 (Five Hundred Pula)** or **BWP250.00 (Two Hundred and Fifty Pula)** for **Batswana youth**, payable to Botswana Railways by Electronic Fund Transfer to:

Account Name: Botswana Railways

Account No: 3071002,

Branch No: 290267,

Branch Name: Barclays House,

Swift Code: BARCBWGX.

- In order to participate, tenderers are to submit proof of tender payment to tenders@botrail.bw effective **Wednesday 30th April 2025**.
- Botswana Railways will not issue hard copy tender documents and addendums; all the information relating to this tender will be accessed on Botswana Railways Procure Ware system.
- Queries or clarifications relating to the issuance of these documents may be uploaded on the **CLARIFICATION** tab on Botswana Railways Procure Ware system not later than **23/05/2025, at 1000 hrs**.



TENDER NOTICE

- The closing date and time for receipt of tender offers is **Friday 30th May 2025 at 1000hrs**
- Late tender offers will not be accepted.
- The Bid Submission Method is: Two step Sealing/Two Envelope Submission in which a tenderer's financial and technical offers are submitted separately in two separate folders. The folder should be placed in two zipped folders and uploaded on the **RESPONSE** tab of Botswana Railways Procure Ware system.
- Compulsory site visits and pre-tender meetings with representatives of the Procuring Entity will take place at the following places and times:

Lobatse station:	May 13, 2025 @ 0900 hours
Gaborone station:	May 13, 2025 @ 1400 hours
Mahalapye, HQ:	May 14, 2025 @ 0900 hours
Palapye station:	May 14, 2025 @ 1530 hours
S/Phikwe Station:	May 15, 2025 @ 0900 hours
Serule Station:	May 15, 2025 @ 1200 hours
Francistown station:	May 16, 2025 @ 08:00 hours
- The tender is divided into two (2) regions; North (Francistown, Serule, Selebi Phikwe & Palapye) and South (Mahalapye, Gaborone and Lobatse).
- Tenderers should have their own transport and all costs of the site visits including transport costs shall be the responsibility of the tenderer.
- No person participating in the site visit shall be allowed to represent more than one company. Tenderers are to attend all site visits at region/s that they wish to tender for.
- **IT IS COMPULSORY FOR ALL BIDDERS TO WEAR COMPLETE PROTECTIVE CLOTHING, THAT IS A REFLECTIVE VEST AND SAFETY BOOTS, FAILURE TO WEAR THESE WILL PROHIBIT YOU FROM ATTENDING THE SITE VISIT. PLEASE NOTE THAT FOR SAFETY REASONS COLOUR RED IS NOT ALLOWED.**
- 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 Railways is not bound to accept the lowest or any tender offer}.