



# INVITATION TO TENDER

**1. Tender Reference No. BEC 003/25-26: SUPPLY AND DELIVERY OF BRANDED PACKAGING BOXES FOR BOTSWANA EXAMINATIONS COUNCIL FOR A PERIOD OF THREE (3) YEARS.** *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: 211 General Supplies Sub code(s): 17 Paper and Paperboard or Code 213 General Manufacturers/Producers Sub Code: 10 Paper and Paperboard. Open Domestic Bidding.*

**2. Tender Reference No. BEC 004/25-26: PROVISION OF PRINTING AND PACKAGING OF PSLE, JCE AND BGCSE STATIONERY FOR THREE (3) YEARS FOR BOTSWANA EXAMINATIONS COUNCIL.** *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 201 – Printed Matter & Related Equipment Sub code Description: 01 – Printed Matter (books, newspapers, journals, postcards, promotional material-content provided etc. Open Domestic Bidding.*

**3. Tender Reference No. BEC 005/25-26: HIRE OF DESKS AND CHAIRS FOR BOTSWANA EXAMINATIONS COUNCIL (BEC) BGCSE PRIVATE CENTRES FOR A PERIOD OF THREE (3) YEARS.** *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 211: General Supplies Sub-Code 05: Furniture (Including School, Domestic Office, Furniture etc) or Code 13: Rental Services Sub-Code 06: Other rental services. Open Domestic Bidding.*

- These tenders are reserved for 100% citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.
- Tender documents will be available with effect from **Monday 14<sup>th</sup> July 2025** and will be sent to bidders upon payment of a non-refundable and non-transferable fee of **P250.00, P125.00** for youth owned companies payable to the following BEC Account details: **Account Name:** BEC, **Bank Name:** First National Bank, **Account Number:** 6222 132 9940, **Branch Name:** Corporate, **Branch Code:** 282267 **Swift Code:** FIRNBWGX. Bidders are advised to use 44444 as reference number. The tender document will be sent to the bidder upon receipt of proof of payment and after verification that funds have been received in the BEC account.
- Proof of Payment must be sent to [procurement@bec.co.bw](mailto:procurement@bec.co.bw) and [glebengo@bec.co.bw](mailto:glebengo@bec.co.bw) and must be included in the Bid Responses. The email should state the name of the buying company and the tender title. The printable receipt will be sent to the bidder upon receipt of proof of payment and after verification that funds have been received in the BEC account.

***Bids must arrive no later than 10:00 am (local time) Wednesday 30<sup>th</sup> July 2025. The tenders will be opened in the presence of bidders wishing to attend immediately after closing in BEC premises. Bids received after the closing date and time will not be accepted. Telephonic, Telegraphic, Telex, Email or Facsimile bids will not be accepted.***