



TENDER ADDENDUM I



BOTSWANA
EXAMINATIONS
COUNCIL

I. Tender Reference No: BEC 001/26-27-PROVISION OF CLEANING SERVICES FOR BOTSWANA EXAMINATIONS COUNCIL (BEC) FOR A PERIOD OF THREE (3) YEARS

ISSUE DATE: 18th May 2026

Bidders are hereby informed that the above-mentioned Invitation to Tender (ITT) has been amended as follows:

Scope of Work (Section 1.2, Page 56)

The scope of the assignment has been **revised**. The updated scope is as follows:

The scope of this assignment includes, but is not limited to:

- ✓ Daily cleaning of conference rooms, corridors, reception areas, toilets, showers, and other public areas, including:
 - Resource Centre
 - Certification Hall
 - Scanner Room
 - Warehouse
 - Examination Storerooms
 - Cafeteria
 - Guard Room
 - Sinks by the gate
- ✓ The required staffing is eleven (11) cleaners and one (1) supervisor
- ✓ Cleaning of external windows **quarterly per year**
- ✓ Cleaning of areas between internal and external walls **quarterly per year**, including removal of cobwebs
- ✓ Weekly cleaning of e-marking rooms
- ✓ Cleaning of the shredding room **quarterly per year**
- ✓ Cleaning of strongrooms **twice per year**
- ✓ Shampooing and steam cleaning of carpets, upholstery, office chairs, and couches **twice per year**
- ✓ Provision of SHE bins and SHE packets, including **weekly collection and disposal** of filled SHE packets

ELIGIBILITY REQUIREMENT:

- Consortiums/partnerships must be 100% citizen-owned companies
- Subcontracting is not allowed

EXTENSION OF CLOSING DATE

- Original Closing Date: 22nd May 2026 @ 1000hrs
- New Closing Date: 29th May 2026 @ 1000hrs

All other terms and conditions remain unchanged.

Note: No late submissions will be accepted beyond this revised deadline