



PROCUREMENT OF SUPPLY AND MAINTANANCE OF NETWORKING EQUIPMENT, DEVICES AND SOFTWARE

SPECIFIC PROCUREMENT NOTICE

INVITATION TO BID

Reference Number: SADC 3/5/1/59

Procurement entity: Southern African Development Community (SADC) Secretariat

Number and titles of lots: 4 (Four) Lots

Location: SADC Secretariat, Western Commercial Road (near Lobatse and Siboni Roads), CBD Plot 54385, Private Bag 0095, Gaborone, BOTSWANA.

1. The **SADC Secretariat** herewith invites companies/firms to submit Bids to for the following contract: **Procurement of Supply and Maintenance of Networking Equipment, Devices and Software.**

More details on the scope of the contract(s) provided in the Bidding Documents which can be downloaded, free of charge, from the following website: www.sadc.int

The procurement method used for this contract is Open Bidding as defined in the **SADC Secretariat Guidelines for Procurement and Grants**, edition August 2021 available at the following website: www.sadc.int

2. The Invitation to Bid is open to all companies/firms which satisfy the eligibility and qualification requirements stated in the Bidding Documents
3. The date and time of submission of the Bids at the address indicated in the Bidding Documents is **8th December 2022 at or before 00:00 Hours local Botswana time.** Proposals received after this time and date, or submitted otherwise than indicated in the Bidding Documents shall not be considered and shall be returned unopened.

All notifications concerning this procurement process, including: modification of the *Bidding Documents*, results of the evaluation or cancellation notices, will be published on the following website www.sadc.int and will also be communicated directly to the bidders.

4. Interested companies/firms may seek clarification or/and additional information concerning this contract, only in writing and by latest **21st November 2022 by 16:30 hours local Botswana time**, from the following contact points

Two handwritten signatures in blue ink are located at the bottom right of the page.

Attention: **Mr. Thomas Chabwera**

Address: **SADC Secretariat**

Plot No. 54385, New CBD

Private Bag 0095

City: **Gaborone**

Country: **Botswana**

Telephone: **+267 395 1863**

Electronic mail address: tchabwera@sadc.int and copy: pchifani@sadc.int,
tenders@sadc.int, amuradza@sadc.int, lcunha@sadc.int

Responses to requests for clarifications will be posted on the SADC website by **29th November 2022 at midnight local Botswana time.**

5. Description of the assignment: **Procurement of Supply and Maintenance of Networking Equipment, Devices and Software.** as follows: -

Lot number	Description	Quantity
1	Cisco Switch Catalyst 9200 – 48 ports	3
2	Cisco IPT phones 7800 phones	20
3	Cisco Wireless Controller	4
4	Cisco wireless indoor Aironet access point	5

Sincerely;



Thomas Chabwera
Head Procurement Unit
8th November, 2022

