



## WORKS CONTRACT FOR DESIGN AND BUILD - CONSTRUCTION OF A MUSEUM IN HONOUR OF SADC FOUNDERS, AT THE SADC HEADQUARTERS, GABORONE BOTSWANA

### SPECIFIC PROCUREMENT NOTICE

#### OPEN BIDDING

#### REQUEST FOR BIDS

**Reference Number:** SADC/3/5/1/68

**Procurement entity:** Southern African Development Community (SADC) Secretariat

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

1. This Invitation to Bid follows the General Procurement Notice that appeared on SADC Secretariat website May 2022.
2. The **SADC Secretariat** herewith invites companies to submit proposals for the following contract: **“CONSTRUCTION OF A MUSEUM IN HONOUR OF SADC FOUNDERS AT THE SADC HEADQUARTERS IN GABORONE, BOTSWANA.”** More details on the scope of the contract(s) are provided in the Bidding Documents which can be downloaded, free of charge, from the following website: [www.sadc.int](http://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](http://www.sadc.int)

3. The Request for Bids is open to companies who satisfy the eligibility and qualification requirements stated in the Bidding Documents.
4. The date and time of submission of the Bids at the address indicated in the Bidding Document is **17<sup>th</sup> January 2023, at or before midnight, 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.
5. A compulsory pre-tender clarification site meeting with representatives of the Procuring Entity will take place at the SADC Head Quarters in Gaborone, Botswana on **13<sup>th</sup> December 2022**. Bidders are supposed to assemble at SADC Head Office at 09:00 hours, ready commence the site meeting at 09:30 Hours. Bidders, who arrive at the site after

11:00 Hours, shall not be admissible. All costs in connection with the attendance of the pretender site meeting shall be borne by the bidders

6. 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](http://www.sadc.int) and will also be communicated directly to the bidders.
7. Companies may seek clarification or/and additional information concerning this contract, only in writing and by latest **16<sup>th</sup> December 2022 by 16:30 hours local Botswana time**, from the following contact points.

Attention: **Mr. Thomas Chabwera**

Address: **SADC Secretariat**

Plot No. 54385, New CBD

Private Bag 0095

City: **Gaborone**

Country: **Botswana**

Telephone: **+267 395 1863**

E-mail: [tenders@sadc.int](mailto:tenders@sadc.int) and [tchabwera@sadc.int](mailto:tchabwera@sadc.int)

Copy to, [mmalongo@sadc.int](mailto:mmalongo@sadc.int) and [yphillip@sadc.int](mailto:yphillip@sadc.int)

Responses to requests for clarifications will be posted on the SADC website by **6<sup>th</sup> January 2023**, by midnight, Botswana Time.

8. Description of the assignment: **“CONSTRUCTION OF A MUSEUM IN HONOUR OF SADC FOUNDERS AT THE SADC HEADQUARTERS IN GABORONE, BOTSWANA”.**

**Sincerely;**



**Thomas Chabwera**

**Ag. Senior Officer – Procurement**

**25<sup>th</sup> November, 2022**