



SADC SECRETARIAT

REQUEST FOR EXPRESSION OF INTEREST (CONSULTANT QUALIFICATIONS-BASED SELECTION) SHORTLISTING

COUNTRY: BOTSWANA

NAME OF PROJECT: SADC REGIONAL STATISTICS PROJECT (RSP)

PROJECT ID: P175731

ASSIGNMENT TITLE: CONSULTANCY TO HIRE A FIRM FOR UNDERTAKING OF NATIONAL TRAININGS ON CENSUS AND SURVEY PROCESSING SYSTEM (CSPRO) IN TWO (2) SADC MEMBER STATES

REFERENCE NUMBER: SADC/3/5/2/416

DATE OF ISSUE: 19th August 2025

The SADC Secretariat through the SADC Regional Statistics Project has received a grant. The aim of this grant is to strengthen the institutional capacity of SADC and participating countries to produce, disseminate and use quality statistics while increasing regional harmonization and collaboration. The main guiding frameworks are SADC Vision 2025 and the SADC Regional Indicative Strategic Development Plan 2020-2030 (RISDP 2020-2030). The Regional Infrastructure Development Master Plan (RIDMP), the SADC Regional Agricultural Policy (RAP), the Industrialisation Strategy and the Roadmap, among others, are complementary guiding frameworks for achieving the regional integration agenda. SADC has also developed various Protocols for domestication and implementation by Member States including the most recent one, the Protocol on Statistics, to enhance harmonization of statistics. The operating framework for implementing statistical activities as priorities for the region is the

Regional Strategy for Development of Statistics (RSDS) and is aligned to SADC Vision 2050 and RISDP 2020-30.

Demand for quality and harmonized statistics has been on the rise to monitor progress in developmental agendas at national, regional, continental, and global level. The scope of data demand cuts across economic, social, and on emerging issues such as climate change, disaster-risk, environment and others related. The SADC Secretariat intends to apply part of the proceeds of this financing to eligible payments under the contract for hiring a **CONSULTANCY TO HIRE A FIRM FOR UNDERTAKING OF NATIONAL TRAININGS ON CENSUS AND SURVEY PROCESSING SYSTEM (CSPro) IN TWO (2) SADC MEMBER STATES** The overall objective of this exercise is to build and enhance capacity of Member States on the use of modern data collection techniques to collect and manage complex surveys/census data efficiently with in-built robust data quality checks And will run through for 4 months **The detailed Terms of Reference (TOR) for the assignment: can be found at the following website: (<https://www.sadc.int/procurement-opportunities>)**

The SADC Secretariat now invites eligible consulting firms to indicate their interest in providing these services. Interested consulting firms must provide information indicating that they are qualified to perform the services and will be shortlisted using the below;

a	Applicant firm's core business area alignment with the envisaged assignment at hand (please showcase the similar assignments);	50
b	General and specific experiences of the applicant firm in terms of number of years in the consulting industry and number, similarity and complexity of successfully completed assignments within the last recent years (say 5 to 10 years);	20
c	Technical and managerial capability of the applicant firms in terms of corporate technical competence, financial capabilities, institutional quality management and overall team of experts under its command; (Key Experts will not be evaluated at the shortlisting stage)	30
	Total	100

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" dated September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. which is available on the Bank's website at <https://thedocs.worldbank.org/en/doc/Procurement-Regulations-September-2023.pdf>, setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Consultants Qualifications-based Selection (CQS) method set out in the Procurement Regulations.

Interested consultants may obtain further information where they do not understand at the address below during office hours 08h00hours to 16h30hours Botswana time.

Expressions of interest must be submitted electronically in PDF format and duly signed via this **COLLAB LINK: <https://collab.sadc.int/s/6Bb2x9J22LRKx95>**

at or before midnight Botswana time on **9 September 2025** and using the drag and drop link provided above in a zip folder with all necessary documents for consideration.

Firms are advised to submit their proposals during working hours for support in case of any technical problems. Expressions of Interest must be submitted as one PDF file or zipped folder bearing the name of the applicant.

Below is the address for obtaining further information:

The Procuring entity: **SADC Secretariat**
Head of Procurement Unit
Contact person: **Ms. Mercy Mikuwa**
Telephone: **+267 364 1989 / 3951863**
Fax: **3972848**
E-mail: mmikuwa@sadc.int
Copy to: djagai@sadc.int; tchabwera@sadc.int



Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	939d17ab-397b-4008-afbe-873c2e5cbbac	Timestamp:	2025-08-18 13:46:32 GMT
Signee Name:	Lebogang Tawana	Sender Name:	Lebogang Tawana
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	REOI for CsPro Assignment 002.pdf	Document Size:	147.2 KB
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Email Evidence

Signee Email:	ltawana@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	143.105.49.192	Request Timestamp:	2025-08-18 13:44:54 GMT
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Annotations and Modifications

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Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+270000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

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Signee Name:	Purpose Chifani	Sender Name:	Purpose Chifani
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	CONSULTANCY FOR CsPro.pdf	Document Size:	366.2 KB
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Email Evidence

Signee Email:	pchifani@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	160.242.95.226	Request Timestamp:	2025-08-18 15:31:12 GMT
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