



CONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT

SPECIFIC PROCUREMENT NOTICE

CONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT

Date: 7th October 2026

Reference Number: SADC/3/5/2/468

Title of Assignment: CONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT

Procurement entity: Southern African Development Community (SADC) Secretariat

Location: SADC Secretariat, Western Commercial Road CBD Plot 54385, Private Bag 0095, Gaborone, BOTSWANA.

The **SADC Secretariat** herewith invites firms to submit proposals for the following contract: “**CONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT**”

1. 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
2. The procurement method used for this contract is Open Bidding, as defined in the **SADC Procurement and Grants Guidelines**, edition August 2021 available at the following website: www.sadc.int
3. The Request for Proposal (RFP) is open to firms who satisfy the eligibility and qualification requirements stated in the Bidding Documents.
4. The date and time of submission of the Proposal is **5 November 2026, at or before midnight, local Botswana time**. Proposals received after this time and date or

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submitted otherwise than indicated in the Bidding Documents shall not be considered.

5. All notifications concerning this procurement process, including modification of the Request for Proposal, results of the evaluation or cancellation notices, will be published on the following website www.sadc.int.
6. Interested firms may seek clarification or/and additional information concerning this contract, only in writing and by latest **22 October 2026 by 17:00hours local Botswana time**, from the following contact points.

Attention: **Mr. Thomas Chabwera**

Address: SADC Secretariat, Plot No. 54385, New CBD, Private Bag 0095
Gaborone, Botswana, Telephone: +267 395 1863

E-mail: tchabwera@sadc.int and pncube@sadc.int
Copy to ymadzinga@sadc.int

Responses to requests for clarifications will be posted on the SADC website by **29 October 2026**, by midnight, Botswana Time.

Description of the assignment: **“CONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT”- SADC/3/5/2/468”.**

Mr. Thomas Chabwera



Head of Procurement Unit



Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	698075c8-2329-4d49-a82c-f1c07f2caa67	Timestamp:	2026-10-06 20:40:58 GMT
Signee Name:	Diana Sello	Sender Name:	Diana Sello
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPNCONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT.pdf	Document Size:	155.9 KB
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Email Evidence

Signee Email:	dsello@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:	153.67.129.18	Request Timestamp:	2026-10-06 20:40:28 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/154.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2026-10-06 20:40:37 GMT

Annotations and Modifications

Signature Count:	2	Form Fields Filled Count:	0
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

Attached Document Name:	20261006T204058.507696Z SPNCONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT.pdf	Attached Timestamp:	2026-10-06 20:40:58 GMT
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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	6a53d5b0-31ec-4adb-81fc-4c995082e9ef	Timestamp:	2026-10-06 21:03:52 GMT
Signee Name:	Thomas Chabwera	Sender Name:	Thomas Chabwera
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPNCONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT 1.pdf	Document Size:	298.0 KB
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Email Evidence

Signee Email:	tchabwera@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:	41.87.175.142	Request Timestamp:	2026-10-06 21:02:57 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/154.0.0.0 Safari/537.36 Edg/154.0.0.0	Terms Accepted Timestamp:	2026-10-06 21:03:15 GMT

Annotations and Modifications

Signature Count:	2	Form Fields Filled Count:	0
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

Attached Document Name:	20261006T210352.290581Z SPNCONSULTANCY FOR END OF PROJECT EVALUATION FOR DISASTER RISK MANAGEMENT STRENGTHENING IN SOUTHERN AFRICA PROJECT 1.pdf	Attached Timestamp:	2026-10-06 21:03:52 GMT
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