

TENDER TITLE: SERVICE CONTRACT FOR THE PROVISION OF SECURITY SERVICES GABORONE IDM CAMPUS IDM-B 2024/FD-01

- Sealed Tender offers are invited for the procurement of **Service Contract for Provision of Security Services at IDM Gaborone Campus**
 - The Procuring Entity is: **Procurement, Institute of Development Management (IDM), Gaborone**
 - Procurement Method is: **Open Domestic Bidding**
 - Tenderers who are domiciled in Botswana must, in order to be considered for the award of the contract, be registered with the Public Procurement Regulatory Authority in the following categories:
 - Code 100-Security Services**
 - Sub code 01-Security Guard Services**
 - Sub code 04-Electronic Security Service**
 - The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.
- Economic Diversification Drive (EDD) and Local Procurement Scheme (LPS) shall apply in this tender. Only one preference would be applied where applicable. The tender would be awarded in full
- The tender documents shall be collected by bidders during working hours from **0800hrs to 1245 hrs** and from **1400 to 1600hrs** effective from **Friday, 16th February 2024 at Institute of Development Management (IDM), Plot 21222 / 21254, Gaborone, Floor 1, Purchasing Office, Office No: 08.**
 - **Compulsory site visit on the 26th February 2024 at IDM West Wing at 1000am**
 - A non-refundable deposit of **BWP 150.00** through the bank made out in favor of the Institute of Development Management or the procuring entity stated in the tender document and is required on collection of the tender documents. **100%** Youth owned companies shall pay **BWP P75.00** to get the tender documents upon producing a valid Omang Card.
 - Queries or clarifications relating to the tender may be addressed to Procurement Office and Facilities Department Office on email tenderenquiries@idmbis.ac.bw in writing not later than **7 days** before the tender closing date.
 - Two stage envelope -Technical Proposal 1 **Original Copy** and 3 duplicate copies of the original clearly labelled "TECHNICAL PROPOSAL"
 - Financial Bid -1 **Original Copy** and 3 duplicate copies of the original clearly labelled "FINANCIAL PROPOSAL"
 - The two envelopes should be put together in a third outer envelope, which should be securely sealed and clearly labelled:
 - **"Tender Reference No: IDM-B 2024/FD-03 A Tender for Procurement of Security Services at Gaborone IDM Campus"** shall be delivered to **Institute of Development Management (IDM), Plot 21222 / 21254, Gaborone, Floor 1, Purchasing Office, Office No: 08, on the 15th March 2024 at 10.00am**
 - The name and address of the bidder should be clearly marked on the envelope.

