

The Civil Aviation Authority of Botswana (CAAB) is a statutory body mandated to provide safe, regular, secure and efficient use and development of civil aviation in Botswana. CAAB invites companies with necessary qualifications, background and relevant experience in similar work to tender for the following:

1. Tender Reference No. CAAB 01/23-24/GEN

TENDER TITLE: PROVISION OF CLEANING SERVICES OF THE TERMINAL BUILDING, TECHNICAL BLOCK & RFFS BLOCK AT SIR SERETSE KHAMA INTERNATIONAL AIRPORT (SSKIA)

Sealed Tender offers are invited for the **PROVISION OF CLEANING SERVICES OF THE TERMINAL BUILDING, TECHNICAL BLOCK & RFFS BLOCK AT SIR SERETSE KHAMA INTERNATIONAL AIRPORT (SSKIA)**

The Procuring Entity is **CIVIL AVIATION AUTHORITY OF BOTSWANA.**

Procurement Method is: Open Domestic Bidding

Tenderers who are domiciled in Botswana must, to be considered for the award of the contract, be registered with the Public Procurement Regulatory Authority in the following categories:

Code 132 Cleaning Services

Sub code 01 Building Cleaning Services (including windows, carpets and others), and

Code 103 Collection and Disposal of Hazardous Material

Sub code 03 Clinical waste collection, disposal and related services

The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.

Preference margins *Economic Diversification Drive (EDD)* shall apply and eligible companies shall provide a relevant and valid certificate to benefit

The physical address for collection of tender documents is: **Procurement Office Sir Seretse Khama International Airport, plot no 17401, 1st Floor, Office 1001, Gaborone, Botswana**

Documents may be collected from 29/05/2023 during working hours between **08:30hrs** and **1600hrs**. Offices are closed for lunch from **1245 hours** to **1345 hours**.

A non-refundable deposit of **P250.00** or **P125.00** for youth registered companies upon production of identity cards and company documents of Shareholders. The fee is payable in cash or bank guaranteed cheque or EFT made out in favor of Civil Aviation Authority of Botswana and is required on collection of the tender documents. Payment can be made at CAAB four (4) respective International Airports (**SSKIA, PGMIA, MIA and KIA**)

Queries or clarifications relating to the issuance of these documents may be addressed in writing not later than **09/06/2023, Tel No. 3688200, Email address: tenders@caab.co.bw**

A *compulsory* site visit and/ or pre-tender meeting with representatives of the Procuring Entity will take place at Sir Seretse Khama International Airport on **06 /06/2023** starting at **0900 hours**.

The closing date and time for receipt of sealed tender offers is **1000 hours** on **20/06/2023**. The tender shall be opened same day at **1030 hours**

Late tender offers will not be accepted.

The Bid Submission Method is: *Two Envelope Submission Method in which the sealed original and all the sealed copies of the Technical Offer are placed in one separate sealed envelope, whilst the sealed original and all the sealed copies of the Financial Offer are enclosed in another separate sealed envelope. The two sealed envelopes are then placed in one outer securely sealed envelope*

One (1) original tender document marked **ORIGINAL** and 2 duplicate copies of the original document marked **COPY** in one sealed envelope clearly marked:

“Tender Reference No. CAAB 01/23-24/GEN - PROVISION OF CLEANING SERVICES OF THE TERMINAL BUILDING, TECHNICAL BLOCK & RFFS BLOCK AT SIR SERETSE KHAMA INTERNATIONAL AIRPORT (SSKIA)” shall be delivered to The Chief Procurement Officer, Sir Seretse Khama International Airport, PLOT NO 17401, 1st Floor, office 1001, Gaborone, Botswana.

The name and address of the bidder should be clearly marked on the envelope.

The Public Procurement Regulatory Authority Standardised Conditions of Tender for Services shall apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

{Notwithstanding anything in the foregoing, the Civil Aviation Authority of Botswana is not bound to accept the lowest or any tender offer.}

2. Tender Reference No. CAAB 22/22-23/GEN

TENDER TITLE: PROVISION OF CLEANING SERVICES OF THE TERMINAL BUILDING, NEW TECHNICAL BLOCK AND GATE 1 BUILDING AT MAUN INTERNATIONAL AIRPORT (MIA)

Sealed Tender offers are invited for the provision of **PROVISION OF CLEANING SERVICES OF THE TERMINAL BUILDING, NEW TECHNICAL BLOCK AND GATE 1 BUILDING AT MAUN INTERNATIONAL AIRPORT (MIA)**

The Procuring Entity is **CIVIL AVIATION AUTHORITY OF BOTSWANA.**

Procurement Method is: Open Domestic Bidding

Tenderers who are domiciled in Botswana must, to be considered for the award of the contract, be registered with the Public Procurement Regulatory Authority in the following categories:

Code 132 Cleaning Services

Sub code 01 Building Cleaning Services (including windows, carpets and others), and

Code 103 Collection and Disposal of Hazardous Material

Sub code 03 Clinical waste collection, disposal and related services

The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.

Preference margins *Economic Diversification Drive (EDD)* shall apply and eligible companies shall provide a relevant and valid certificate to benefit

The physical address for collection of tender documents is: **Procurement Office Sir Seretse Khama International Airport, plot no 17401, 1st Floor, Office 1001, Gaborone, Botswana**

Documents may be collected from 29/05/2023 during working hours between **08:30hrs** and **1600hrs**. Offices are closed for lunch from **1245 hours** to **1345 hours**.

A non-refundable deposit of **P250.00** or **P125.00** for youth registered companies upon production of identity cards and company documents of Shareholders. The fee is payable in cash or bank guaranteed cheque or EFT made out in favor of Civil Aviation Authority of Botswana and is required on collection of the tender documents. Payment can be made at CAAB four (4) respective International Airports (**SSKIA, PGMIA, MIA and KIA**)

Queries or clarifications relating to the issuance of these documents may be addressed in writing not later than **12/06/2023, Tel No. 3688200, Email address: tenders@caab.co.bw**

A *compulsory* site visit and/ or pretender meeting with representatives of the Procuring Entity will take place at Maun International Airport on **08/06/2023** starting at **0900 hours**.

The closing date and time for receipt of sealed tender offers is **1000 hours** on **21/06/2023**. The tender shall be opened same day at **1030 hours**

Late tender offers will not be accepted.

The Bid Submission Method is: *Two Envelope Submission Method in which the sealed original and all the sealed copies of the Technical Offer are placed in one separate sealed envelope, whilst the sealed original and all the sealed copies of the Financial Offer are enclosed in another separate sealed envelope. The two sealed envelopes are then placed in one outer securely sealed envelope.*

One (1) original tender document marked **ORIGINAL** and 2 duplicate copies of the original document marked **COPY** in one sealed envelope clearly marked:

“Tender Reference No. CAAB 22/22-23/GEN - PROCUREMENT OF SERVICES FOR PROVISION OF CLEANING SERVICES AT MAUN INTERNATIONAL AIRPORT (MIA)” shall be delivered to The Chief Procurement Officer, Sir Seretse Khama International Airport, PLOT NO 17401, 1st Floor, office 1001, Gaborone, Botswana.

The name and address of the bidder should be clearly marked on the envelope

The Public Procurement Regulatory Authority Standardised Conditions of Tender for Services shall apply to this procurement, for which all the applicable Tender Data is contained in the tender documents.

{Notwithstanding anything in the foregoing, the Civil Aviation Authority of Botswana is not bound to accept the lowest or any tender offer.}

Our Vision

To be a world class provider of safe, secure and sustainable aviation services

Our Mission

To effectively and efficiently regulate and promote a safe, secure and sustainable aviation industry in line with international standards and norms

Our Values

Integrity | Accountability | Collaboration | Customers Focus | Continuous Improvement