



BOTSWANA POWER CORPORATION

**TENDER FOR
PROVISION OF COURIER SERVICES TO BOTSWANA POWER CORPORATION
FOR 3 YEARS**

Tender Reference No. 7497/25

Issue date: 30 JANUARY 2026

Closing date: 13 FEBRUARY 2026

NAME AND ADDRESS DETAILS OF PROCURING ENTITY AND OR ITS AGENT PREPARING THE DOCUMENTS	
PROCURING ENTITY	AGENT
Botswana Power Corporation Motlakase House, Macheng Way, Light Industrial Sites, Plot 1222, Gaborone P O Box 48, Gaborone Botswana	Maipelo Kruger Tel: 3603241 E-mail: Krugerm@bpc.bw

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Republic of Botswana BOTSWANA CORPORATION	POWER	TENDER REFERENCE NO 7497/25 TENDERING PROCEDURES
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TI.1 Tender Notice and Invitation to Tender

TI.2 Tender Data

TI.3 Standardised Conditions of Tender for Service

REPUBLIC OF BOTSWANA BOTSWANA CORPORATION	TENDERING PROCEDURES	T I.1 TENDER NOTICE and INVITATION TO TENDER
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1. **Tender Reference No: 7497/25**
2. **Tender Title - TENDER FOR PROVISION OF COURIER SERVICES TO BOTSWANA POWER CORPORATION FOR 3 YEARS**
3. Sealed Tender offers are invited for the **PROVISION OF COURIER SERVICES TO BOTSWANA POWER CORPORATION FOR 3 YEARS**
4. The Procuring Entity is **Botswana Power Corporation**
5. **Procurement Method is: Open Domestic Bidding, Restricted to Local Registered Companies.**
6. 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 - I I 9 (Universal Postal Service) Sub Code 02 (Courier Services).

PPRA registration is subject to online registration verification.

7. Tender documents will be sent via email during working hours between 7:30am and 16:30pm time CAT as applicable.
 - A non-refundable deposit of **BWP250.00** payable by cash or bank guaranteed cheque made out in favour of the Government of Botswana or the procuring entity stated in the tender document and is required on collection of the tender documents. Youth will be required to pay a deposit of **BWP125.00**(Proof or documentation to be provided).
 - Alternatively, payment can be made to the following banking details;
 - **BANK: STANBIC BANK BOTSWANA**
ACCOUNT: 9060001431256
BRANCH: FAIRGROUNDS
SWIFT CODE: SBICBWGX

OR
 - **ACCOUNT NAME: BOTSWANA POWER CORPORATION**
BANK: ABSA BOTSWANA (CURRENT ACCOUNT)
ACCOUNT NO: 3071339
BRANCH: CORPORATE

OR

• **ACCOUNT NAME: BOTSWANA POWER CORPORATION**

BANK: ACCESS BANK

ACCOUNT NO: 330 590 539 0701

BRANCH: FAIRGROUNDS

- Payment should reference tender number of the tender being purchased. Proof of Payment should be sent to the following for tender documents via email.

Mrs. Debbie Chatsama Tel No: 360 3726 Email address chatsamad@bpc.bw

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8. Queries or clarifications relating to the issuance of these documents may be addressed in writing not later than 5 days before the tender closing date to Ms. Debbie Chatsama Tel No. 360 3726 Email address chatsamad@bpc.bw and France B. Kusane 3607038 kusanef@bpc.bw.

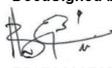
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9. The closing date and time for receipt of sealed tender offers is 10:00 hours on the **13 February 2026**

10. Late tender offers will not be accepted.

11. The Bid Submission Method is: **One (1) Envelope Submission Method** in which a tenderer's financial and technical offers are submitted together in one sealed 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 document.

{Notwithstanding anything in the foregoing, the **procuring entity or** Government of Botswana is not bound to accept the lowest or any tender offer.}

DocuSigned by:

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Mokgadi N. Barupile
Supply Chain Manager
Botswana Power Corporation