

BOTSWANA POWER CORPORATION



**BOTSWANA POWER CORPORATION- GENERATION MORUPULE B
POWER STATION**

**TENDER FOR THE PROVISION OF CUSTOMS CLEARING, FORWARDING,
SHIPPING AND TRANSPORTATION SERVICES FOR BOTSWANA POWER
CORPORATION (2 YEAR CONTRACT)**

TENDER REFERENCE NO: 7588/25

Date: 06 JULY 2026

NAME AND ADDRESS DETAILS OF PROCURING ENTITY AND OR ITS AGENT PREPARING THE DOCUMENTS	
PROCURING ENTITY	AGENT
BOTSWANA POWER CORPORATION Botswana Power Corporation Motlakase House, Macheng Way, Light Industrial Sites, Plot 1222, Gaborone P O Box 48, Gaborone Botswana	Lesego L Keolebogile Morupule Power Stations -Palapye Private Bag 007, Palapye Tel: 494 3473 Cell: 75658926 E-mail : keolebogilel@bpc.bw

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TENDER REFERENCE NO: 7588/25

TENDERING PROCEDURES

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REPUBLIC OF BOTSWANA**TENDERING PROCEDURES****T1.1 TENDER NOTICE and
INVITATION TO TENDER**

- Tender Reference No. 7588/25**

Tender Title: Tender for the provision of customs clearing, forwarding, shipping and transportation services (2 Year Contract)

- Sealed tender offers are invited for the Provision of Customs Clearing, Forwarding, Shipping and Transportation Services for Botswana Power Corporation (2-Year Contract).

The Services Contract will include, but is not limited to:

- Customs clearance services at border posts, airports, and seaports, including processing of SAD 500/501, BW 500/501, manifests, and all compliance documentation.
- Freight forwarding and shipping coordination for sea, air, and road consignments, including routing, consolidation, tracking, and management of imports and exports.
- Transportation of goods from ports of entry to BPC facilities, including handling of normal and abnormal loads in compliance with SADC transport regulations and ensuring safe loading/offloading.
- Bonded warehouse provision and management for secure temporary storage pending customs clearance, in full compliance with BURS in-bond requirements.
- Facilitation of statutory payments (duties, VAT, port charges, etc.) strictly upon written instruction from BPC, with prompt submission of proof of payment and reconciliation documents

- The duration of the Services Contract is twenty-four (24) months, consisting of:**

- A mobilisation and planning period following contract award (as required for resource allocation, coordination arrangements, and operational readiness).
- Twenty-four (24) months of active customs clearing, forwarding, shipping, and transportation services for BPC consignments handled through all designated ports of entry.

NB: This tender may result in multiple awards. The Procuring Entity reserves the right to award the tender to one or more lowest evaluated responsive bidders. Allocation of work shall be based on operational requirements and the lowest applicable evaluated rate for each assignment in order to ensure value for money and continuity of service.

- The Procuring Entity is Botswana Power Corporation, Generation Morupule B.**

- Procurement Method is: **Open Domestic Procurement Method restricted to 100% citizen owned companies in Botswana.**
- 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 135- Customs clearing, forwarding, and shipping.

Sub code (s) 01- Customs clearing, forwarding and Shipping

PPRA registration is subject to online registration verification.

- *Bidders may participate either as a single entity or as a Joint Venture (JV), provided that each JV partner is a 100% citizen-owned company. All JV partners must be registered under PPRA Code 135, Sub-Code 01.*
- The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.

The physical address for collection of tender documents is **Botswana Power Corporation, Motlakase House, Macheng Way, Light Industrial Sites, Plot 1222, Gaborone, Botswana.**

- Documents will be sent via email during working hours between 07:30hrs and 16:30hrs. Proof of purchase to be provided via email to chatsamad@bpc.bw and keolebogilel@bpc.bw
- A non-refundable deposit of BWP 5000 payable by cash made out in favor of the Botswana Power corporation stated in the tender document is required on collection of the tender documents.
- Youth will be required to pay a non-refundable deposit of BWP 2500 (Proof or documentation that the bidder falls within the youth category to be provided).

Alternatively, payments 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: 307 1339
BRANCH: CORPORATE

OR

ACCOUNT NAME: BOTSWANA POWER CORPORATION
BANK: ACCESS BANK
ACCOUNT NO: 330 590 539 0701
BRANCH: FAIRGROUNDS

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

Ms. Debbie Chatsama Tel: +267 360 3726 Email: chatsamad@bpc.bw copied to Lesego Keolebogile: Tel No 494 3473 Email: keolebogilel@bpc.bw

- 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 chatsamad@bpc.bw

Tel: +267-360-3726 and Ms. Lesego Keolebogile Tel No 494 3473 Email address keolebogilel@bpc.bw

- The closing date and time for receipt of sealed tender offers is **10:00** hours on the **31 July 2026**.
- Late tender offers will not be accepted.
- The Bid Submission Method is: **Single Envelope Submission Method** in which a tenderer's financial and technical offers are submitted together in one sealed envelope.
- Submit one (1) **original tender document** marked "ORIGINAL" and **2 duplicate copies** of the original document marked "COPY" and **soft copy (USB)** in one sealed envelope clearly marked:

"Tender Reference No. **7588/25** Tender for the provision of customs clearing, forwarding, shipping and transportation services (2 Year Contract)

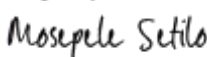
And shall be delivered to

**Botswana Power Corporation
Procurement Office
Plot 1222, Nkrumah Road
Light Industrial Site
Gaborone**

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

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

{Notwithstanding anything in the foregoing, the Botswana Power Corporation is not bound to accept the lowest or any tender offer.}

Signed by:

80811507BC084C8

**Supply Chain Manager -Generation
Botswana Power Corporation**