



## TENDER NOTICE AND INVITATION TO TENDER

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**Tender REF No: CCA/082/2021-2022 & CCA/083/2021-2022**

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The procuring entity is the Competition and Consumer Authority

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1. Tender offers are invited from **100% Citizen Owned Companies** for the Production of an Annual Report for three (3) years **CCA/082/2021-2022** and Provision of Employee Support for a period of three (3) years **CCA/083/2021-2022** to the Competition and Consumer Authority.

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2. The procurement method is **Open Domestic bidding**.

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3. Further Tender Details;

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| <b>i. Tender Number</b>    | <b>CCA 082/2021 - 2022</b>   |
| <b>Procurement Method</b>  | One envelope   |
| <b>Tender Name</b>         | Production of an Annual Report for Three Years for the Competition and Consumer Authority                  |
| <b>PPADB Code</b>          | Code 138 (Marketing and Public Relations Services) or other applicable code                                |
| <b>Tender Closing date</b> | Thursday 22 <sup>ND</sup> July 2021 @ 1130hrs  |
| <b>and;</b>                |  |
| <b>ii. Tender Number</b>   | <b>CCA 083/2021 - 2022</b>   |
| <b>Procurement Method</b>  | One envelope   |
| <b>Tender Name</b>         | Provision of Employee Support Program Services for the Competition and Consumer Authority                  |
| <b>PPADB Code</b>          | Code 322 (Health Care Consulting Services) Sub code 02 (Guidance and Counselling) or other applicable code |
| <b>Tender Closing date</b> | Thursday 22 <sup>ND</sup> July 2021 @ 1130hrs  |

4. Local Procurement Scheme (LPS) shall apply to these tenders – Presidential Directive - CAB 19 (B) of 2013

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5. Economic Diversification Drive (EDD) Presidential Directive Cab 34(B) 2014 shall be considered

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6. The physical address for **collection** of tender documents is;  
**Procurement Office – Ground Floor**  
**Competition and Consumer Authority**

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**Plot 28, Matsitama Road, Main Mall**

Documents may be collected during working hours between Monday-Friday 0800hrs to 1300hrs and 1400hrs to 1700hrs with effect from Thursday 16<sup>TH</sup> June 2021 after payment of a **non-refundable tender administrative fee of P250.00** (Youth owned companies pay 50%)

**Tender Submission:** Tenders must be submitted in a format outlined in the Tender Documents and clearly indicate the tender name and the tender number as follows:

**Tender Number:**

**Tender Name:**

**Chief Executive Officer**

**Competition and Consumer Authority**

**P/Bag 00101**

**Plot 28, Matsitama Road**

**Main Mall**

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7. Closing Date for the tenders is **Thursday 22<sup>ND</sup> July 2021 @ 1130hrs and** tenders must be delivered by hand, courier or registered mail to the stipulated address on the dates indicated under each tender at the specified times.

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8. For tender enquiries contact Ms. Felicity Bogacu at:  
**Tel:** 3934278, **Email:** [felicity.bogacu@competitionauthority.co.bw](mailto:felicity.bogacu@competitionauthority.co.bw) or  
[procurement@competitionauthority.co.bw](mailto:procurement@competitionauthority.co.bw)

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Late Tenders, telephonic, fax or electronic offers will not be accepted. Notwithstanding anything in the foregoing, the Competition and Consumer Authority is not bound to accept the lowest or highest tender, nor incur expenses to the preparation thereof.

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