

EXPRESSION OF INTEREST FOR PROVISION OF PROPERTY VALUATION SERVICES

Background

CEDA invites proposals from suitably qualified and experienced **100% CITIZEN OWNED** property valuation companies registered and operating in Botswana to submit proposals for the provision of property valuation services. Proposals are invited from the following service providers:

- Movable property valuers – vehicles;
- Movable property valuers – plant, machinery and equipment;
- Immovable property valuers.

TERMS AND CONDITIONS OF THE EOI

1. Expression of Interest submissions should be accompanied by the following documentation;

- (a) Copy of certified Certificate of Incorporation and / or Registration of Business.
- (b) Copy of Register of shareholders issued by CIPA.
- (c) Certified copy of identity document(s) for shareholder(s). In the event a company is a shareholder (Shareholder Company), a Certificate of Incorporation accompanied by share certificates as well as identity documents of shareholders of Shareholder Company must be submitted.
- (d) Copy of Valid Tax Clearance Certificate.
- (e) Copy of Certified Valid Real Estate Institute of Botswana (REIB) certificate (for immovable property valuers).
- (f) Copy of Public Procurement and Asset Disposal Board (PPADB) Registration; Code **316 Sub Code 03**.

2. Selection Criteria

EOI submissions will be checked for completeness and compliance with the requirements of this invitation for expression of interest. The selection will be made based on the following;

- 2.1 Capability and capacity of the service provider (Past Experience)
- 2.2 Number of resource people and their qualifications.
- 2.3 Proven record of bidders should submitted, at least two (2) references.

3. Submission of Proposals

- 3.1 Submissions should be placed in a sealed envelope clearly marked **“EXPRESSION OF INTEREST FOR PROVISION OF PROPERTY VALUATION SERVICES”**
- 3.2 Proposal documents should be deposited in the expression of interest box provided at CEDA Head Office, Administration Department, addressed and hand delivered to :

The Secretary – Management Tender Committee
CEDA Head Office
Four Thirty Square, Plot 54350, Philip Matante Road
Private Bag 00504, Gaborone

- 3.3 Late, facsimile and electronic submissions will not be accepted.
- 3.4 All enquiries should be directed to **tenderenquiries@ceda.co.bw**
- 3.5 Closing date: **29th January 2018 at 15h00**