

# EXPRESSION OF INTEREST

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## EXPRESSION OF INTEREST FOR THE DEVELOPMENT OF A CEDA MOBILE APPLICATION (APP) AND UNSTRUCTURED SUPPLEMENTARY SERVICE DATA (USSD) SERVICE FOR CITIZEN ENTREPRENEURIAL DEVELOPMENT AGENCY(CEDA)

### BACKGROUND

CEDA invites proposals from suitably qualified and experienced firms in Botswana that are 100 % Citizen owned to submit proposals for development of a CEDA Mobile Application (APP) and Unstructured Supplementary Service Data (USSD) service to be used by CEDA clients. The service provider will develop the CEDA APP and a USSD service that will assist CEDA to grow its existing service delivery channels to improve customer service experience.

### TERMS AND CONDITIONS OF THE EOI

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

- i. Certificate of Incorporation and / or Registration of Business Name certified by Companies & Intellectual Property Authority (CIPA)
- ii. Certified Register of shareholder's certificate certified by Companies & Intellectual Property Authority (CIPA)
- iii. Certified copies of ID Documents for Shareholders.
- iv. Valid Value Added Tax (VAT) Registration Certificate or exemption thereof, certified by the Botswana Unified Revenue Service.
- v. Valid tax clearance certificate.
- v. Public Procurement and Asset Disposal Board (PPADB) Registration; **Code 120 Sub Code 01 certified by PPADB.**

2. Proposal documents should be deposited in the tender box provided at CEDA Head Office, Administration Department, not later than **18th JULY 2018 at 1500hrs as per CEDA time piece**

3. Late, facsimile and electronic submissions will not be accepted.

### 4. 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;

1. Capability and capacity of the consulting firm.
2. Qualifications and experience of the proposed resource / project team.
3. Experience; Proven record of previous related assignments. Submit at least two (2) references.
4. Project Methodology and turnaround time

### 5. SUBMISSION OF PROPOSALS

5.1 Submissions should be placed in a sealed envelope clearly marked "**EXPRESSION OF INTEREST FOR THE DEVELOPMENT OF A CEDA MOBILE APPLICATION (APP) AND UNSTRUCTURED SUPPLEMENTARY SERVICE DATA (USSD) SERVICE FOR CITIZEN ENTREPRENEURIAL DEVELOPMENT AGENCY**"

5.2 The submissions must be addressed and hand delivered to:

**The Secretary Management Tender Committee**  
**Citizen Entrepreneurial Development Agency, Four Thirty Square, Plot 54350, Philip Matante Road**  
**CEDA House, CBD.**  
**Administration Department, Third floor**  
**Gaborone, Botswana**

All enquiries should be directed to [tenderenquiries@ceda.co.bw](mailto:tenderenquiries@ceda.co.bw)

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Closing date: **18<sup>th</sup> JULY 2018 at 1500hrs as per CEDA time piece.**

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