

INVITATION TO TENDER

EXPRESSION OF INTEREST FOR THE PROVISION OF AN ANTI-MONEY LAUNDERING AND COMBATING TERRORIST FINANCING (AMLCTF) CUSTOMER SCREENING SOFTWARE FOR CEDA

CEDA invites proposals from 100% citizen owned suitably qualified and experienced firms registered and operating in Botswana to submit proposals for the provision of a customer screening system for CEDA. The objective of the system is to assist in combating money laundering and terrorist financing. The core purpose of customer screening is to add to the risk profile of the customers.

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 issued and certified by Companies and Intellectual Property Authority (CIPA).
 - ii. Register of shareholders issued and certified by Companies and Intellectual Property Authority (CIPA).
 - iii. 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 Register of shareholders as well as identity documents of shareholders of the Company must be submitted.
 - iv. Valid Value Added Tax (VAT) Registration Certificate or exemption thereof, issued by the Botswana Unified Revenue Service.
 - v. Valid Tax Clearance Certificate issued by the Botswana Unified Revenue Service.
 - vi. Public Procurement and Asset Disposal Board (PPADB) Registration; Code 120 Sub Codes 01 – Systems Development Services and Maintenance Services.

N.B Failure to submit compliance documents after request will lead to disqualification

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 Project resource personnel (work experience and qualifications).
- 2.3 Proven record of previous related assignment(s), submit at least three (3) references.
- 2.4 A brief project approach and methodology.
- 2.5 Project schedule indicating timelines

3 SUBMISSION OF PROPOSALS

- 3.1 Submissions should be placed in a sealed envelope clearly marked
“EXPRESSION OF INTEREST FOR THE PROVISION OF AN ANTI-MONEY LAUNDERING AND COMBATING TERRORIST FINANCING(AMLCTF) CUSTOMER SCREENING SOFTWARE FOR CEDA”
- 3.2 Proposal documents should be hand delivered and deposited in the expression of interest box provided at CEDA Head Office, Reception Area Ground Floor, 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.
Gaborone, Botswana**

- 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: 14th December 2018