

INVITATION FOR EXPRESSION OF INTEREST FOR THE PROVISION OF PROPERTY VALUATION SERVICES TO CITIZEN ENTREPRENEURIAL DEVELOPMENT AGENCY

Background

Citizen Entrepreneurial Development Agency (CEDA) invites interested parties to submit proposals for the provision of property valuation services. Expressions of interest (EOI) proposals are invited from the following service providers;

1. Movable Property Valuers
2. Immovable Property Valuers

Terms and conditions of the EOI

1. Expression of interest proposals should be accompanied by the following documents;
 - i. Certified copy of certificate of incorporation/registration (for companies).
 - ii. Certified copy of tax clearance certificate, certified by the issuing authority.
 - iii. Certified copy (ies) of share certificates for company shareholders.
 - iv. A certified copy (ies) of identity documents for shareholders, certified by the issuing authority. 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 filed/submitted.
 - v. Certified copy (ies) of certificate(s) of the relevant professional membership for immovable property valuers.
 - vi. PPADB registration Code 316 sub code 03 for immovable property valuers, certified by the issuing authority.
 - vii. Relevant registration (if any) for movable property valuers.
 - viii. Professional Indemnity.
2. Expression of Interest submissions should clearly indicate the type of service being proposed for offer.
3. Proposal documents should be deposited in the expression of interest box provided at CEDA Head Office, Administration Department, not later than **29th April 2015** at 1500hrs CEDA time.
4. Late, facsimile and electronic submissions will not be accepted.
5. This invitation for expression of interest is open to individual citizens and/or 100% citizen owned companies that are registered in Botswana.

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 service provider
2. Number of resource people and their qualifications
3. Proven track record in the provision of property valuation services (bidders should submit at least 2 references.)

Submission of Proposals

Submissions should be placed in a sealed envelope clearly marked "Expression of Interest for the provision of property valuation services" and addressed and hand delivered to:

The Secretary – Management Tender Committee
CEDA Head Office
Prime Plaza, Plot 54358 CBD, Gaborone
Corner of Khama Crescent Extension and PG Matante Road
Private Bag 00504, Gaborone

All enquiries should be directed to tenderenquiries@ceda.co.bw

Closing date: 29th April 2015 at 1500hrs as per CEDA time piece.