

# INVITATION TO TENDER

TENDER NO: CEDA 003 / 2019 – 2020 INVITATION TO TENDER FOR THE PROVISION OF SECURITY GUARDING SERVICES FOR CEDA PROPERTIES FOR A PERIOD OF THREE (3) YEARS.

Citizen Entrepreneurial Development Agency (CEDA) invites bids from suitably qualified and experienced companies registered and operating in Botswana to provide 24-hour on site security guarding services for CEDA properties for a period of three (3) years.

The Physical address for submission of bid documents is:

**The Secretary - Management Tender Committee  
Citizen Entrepreneurial Development Agency  
Four Thirty Square, Plot 54350, Philip Matante Road  
CEDA House, CBD.  
Reception Area, Ground Floor  
Gaborone, Botswana**

1. Tender documents are available for collection at a non-refundable fee of **P250.00. (Two Hundred and Fifty Pula Only)** inclusive of VAT from **29<sup>th</sup> July 2019**.
2. Queries or clarifications relating to the tender should be addressed to Procurement on email **tenderenquiries@ceda.co.bw** in writing no later than **13<sup>th</sup> August 2019**.
3. All Bids must be received no later than **15:00hrs on 29<sup>th</sup> August 2019** (As per CEDA timepiece placed at Reception Area).
4. Compulsory site visits are scheduled to begin on the **5th of August 2019** and end on the **16th of August 2019** as per the schedule indicated in the ITT document
5. Public Procurement and Asset Disposal Board (PPADB) Registration; **Code 100 Sub Codes 01** issued by PPADB is required.
6. Telegraphic, telephone, facsimile, e-mail and late bids will not be accepted
7. Visit CEDA website **www.ceda.co.bw** for more details.