



## **EXPRESSION OF INTEREST NOTICE (EOI) FOR IT CONSULTANCY FOR THE COMPETITION AUTHORITY**

---

### **1. BACKGROUND**

The Competition Authority is a statutory body responsible for the prevention of and redress for anti-competitive practices in the economy, and the removal of constraints on the free play of competition in the market.

### **2. REQUIREMENTS**

An invitation is extended to all reputable companies who wish to establish a business relationship with Competition Authority for provision of IT Consultancy to the Competition Authority to submit their Expression of Interest (EOI) for provision of the following services:

- a) Design, creation, testing, implementation, deployment and support of IT solutions and systems (IT Strategy, Disaster Recovery, Network etc.);
  - b) Maintenance of the Authority's systems and applications;
  - c) Development of applications and Web sites based on client specifications;
  - d) Integration of web applications with other technologies;
  - e) Recommendations towards the development of new system/web capabilities or reuse of existing ones; and
  - f) Quality Assurance of system/solution developments based on development standards and requirements specifications.
3. The consulting companies are therefore expected to provide skilled staff that will provide services and support on the following:
- a) Business requirements such as designing and management of processes and tools;
  - b) Application and systems used by the Authority;
  - c) Operational support services to all requests and incidents related to infrastructure, network, LAN, WAN and network monitoring;
  - d) Development, implementation and deployment of solutions (IT Strategy, Disaster Recovery, Network etc.); and
  - e) Test, maintenance and Adoption of developed solutions.

- f) Project management.
4. Companies are required to include the following details in their EOI submissions:
- a) Shareholders and Directors information including certified copies of identification documents;
  - b) Certified PPADB Registration Certificate;
  - c) Certified Tax Clearance Certificate, Notice of VAT Registration Letter or Exemption where applicable;
  - d) Registration documents showing the legal status of the entity and the entity's profile;
  - e) Evidence of technical capacity to provide the services required; and
  - f) Proof of financial capacity to undertake the work or services required.
5. **Closing Date:** Sealed submissions clearly marked “**EOI: IT CONSULTANCY TO THE COMPETITION AUTHORITY**” must be addressed and delivered by hand, courier or registered mail to the following address by 11:30 hours on the 27<sup>th</sup> January 2017.

**Chief Executive Officer  
Competition Authority  
P/Bag 00101  
Plot 28, Matsitama Road  
Main Mall  
Gaborone**

6. **Site Visit:** Tenderers are required to attend a compulsory site viewing at the Competition Authority building at Plot 28, Matsitama Road, Main Mall, on the 11<sup>th</sup> January 2017 11:00 hours.
7. Submissions received after the closing date and time will not be considered. Furthermore, telephonic, telex, facsimile or electronic mail submissions will also not be considered.
8. Kindly note that this call for expression of interest is not a contract or a financial obligation on the Competition Authority to the companies that express interest. The Competition Authority reserves the right to cancel the entire process.
9. **Enquiries:** Any enquiries relating to this Notice should be directed to the **Procurement and Asset Maintenance Officer**, who may be contacted on 3934278 or email: [kamogelo.ditsele@competitionauthority.co.bw](mailto:kamogelo.ditsele@competitionauthority.co.bw) on or before 20<sup>th</sup> January 2017.