



TENDER NOTICE AND INVITATION TO TENDER

1. The Competition and Consumer Authority (CCA) hereby invites suitably qualified and experienced 100% citizen owned firms to tender for the below:

TENDER NUMBER	CONTRACT TITLE	REGISTERED PPRA CODE	CLOSING DATE
CCA 100/ 2024 - 2025	A Service Tender for the Provision of Insurance Brokerage Services to the Competition and Consumer Authority for a Three (3) Year Period 2025/26, 2026/27 and 2027/28	Code 127: Sub-code 06	September 12, 2024

2. The Procurement Method is **Open Domestic Bidding**.
3. The tender is reserved for **100%** citizens or citizen contractors in line with Section 76 of the Public Procurement Act 2021.
4. Tenderers must, in order to be considered for the award of the contract, be registered with the Public Regulatory Authority (PPRA) in the following categories **Code 127 - Insurance & Pension, Sub-code 06 - Brokerage and Risk Related Services, or other applicable Code (s)**
5. **Tender documents** are available for purchase by payment made via Electronic Fund Transfer (EFT) to: Account Name: Competition and Consumer Authority, Account No: 0100154312200, Bank: Standard Chartered Bank Botswana, Branch: Main Mall, Branch code: 662167, Swift code: SCHBBWGXXX
6. A non-refundable **tender fee** of P550.00 (Five hundred and fifty pula) and P225.00 (Two hundred and twenty-five pula) for youth owned organisations shall be payable. Tender documents shall be emailed to Bidders after they send proof of payment to procurement@cca.co.bw.

7. **Closing Dates:** Tenders must be delivered by hand, courier or registered mail to the stipulated address on the dates indicated under each tender at the specified times.
8. **Tender Submission:** All tender bids must be submitted in a format outlined in the Tender Documents and clearly indicate the tender name and the tender number as follows:

Tender Number:
Tender Name:
Chief Executive Officer
Competition and Consumer Authority
P/Bag 00101
Plot 28, Matsitama Road
Main Mall

Late submissions will not be accepted.

9. The Public Procurement Regulatory Authority's Standardised conditions of Tender apply to these tenders for which all applicable Tender Data is contained in the tender documents. Notwithstanding anything in the foregoing, the CCA is not bound to accept the lowest or any tender offer.
10. For further information regarding these tenders, please contact the Procurement Office at procurement@cca.co.bw or call 3934278/3712032.