



## Botswana National Olympic Committee

Private Bag 00180, Gaborone, Botswana

Tel: 3918944, Fax : 3918907

Email: [bnoc@botswananoc.org](mailto:bnoc@botswananoc.org)

[www.botswananoc.org](http://www.botswananoc.org)



# REQUEST FOR EXPRESSION OF INTEREST FOR THE REGISTRATION OF CONTRACTORS TO PARTICIPATE IN THE WORKS CONTRACT FOR THE CONSTRUCTION OF THE BOTSWANA NATIONAL OLYMPIC COMMITTEE (BNOC) OFFICES

## 1. INTRODUCTION

Botswana National Olympic Committee (BNOC) is a non-profit making organisation registered under the Registrar of Societies Act on 19th May 1980 as a national body established to facilitate the representation of Botswana at the Olympic and Commonwealth Games.

### 1.1 Project Scope

The development is the construction of an office building for BNOC, it comprises of building works, external works and associated electrical and mechanical works.

## 2. VERIFICATION

### 2.1 Verification

- PPRA Grade C or D
- Verification of PPRA registration will be done online through PPRA's Integrated Procurement Management System by the BNOC evaluation committee

## 3. SUBMISSION DETAILS

### 3.1 Shortlisting of Contractors

- The Expression of Interest (EOI) will be used to shortlist contractors for "A Works Contract For the Proposed Construction of The BNOC Office Building".
- The shortlisting process will be based on documents and information provided by companies that have submitted.
- Only Shortlisted Companies will be invited to tender for the project

### 3.2 Contact Information

For further details, interested service providers can contact Baboni Kupe on +2673918944 or [bkupe@botswananoc.org](mailto:bkupe@botswananoc.org) or [registry@botswananoc.org](mailto:registry@botswananoc.org)



## Botswana National Olympic Committee

Private Bag 00180, Gaborone, Botswana

Tel: 3918944, Fax : 3918907

Email: [bnoc@botswananoc.org](mailto:bnoc@botswananoc.org)

[www.botswananoc.org](http://www.botswananoc.org)



## 4. FORMAT OF SUBMISSION

### 4.1 Submission of the EOI

- All costs associated with the preparation and submission of this Expression of Interest will be incurred by the submitting companies, not by BNOCC
- All submissions must follow the terms outlined in the EOI and provide the required information.
- Submissions must be packaged in a folder headed *EOI FOR A WORKS CONTRACT FOR THE PROPOSED BNOCC OFFICE BUILDING* followed by the company's name.
- Submissions should be submitted electronically to [registry@botswananoc.org](mailto:registry@botswananoc.org) on or before the 14<sup>th</sup> February 2025.

## 5. REQUIRED DOCUMENTS

### 5.1 Part 1: Compliance Requirements

- Submission of Covering Letter
- Submission of Company Profile
- Submission of CIPA Certificate of Incorporation and Company Extract.
- Submission of valid Tax Clearance Certificate as issued by BURS.
- Submission of a board resolution indicating authority to sign for the expression of interest
- Submission of Certified Copies of Directors and Shareholder's Identification Documents.

### 5.2 Part 2: Applicant's Resourcing

In addition, the following documents are to be submitted to indicate the availability of resources required to undertake the stated works:

- Submit a schedule of previous works which have been undertaken in the last 10 Years
- Submit a minimum of three (3) references for works completed of a similar nature
- Submit a list of plant and equipment available for undertaking the stated works
- Submit an organogram indicating key personnel in your company and the personnel resource you will be allocating to the works packages
- Submit financial statements for the last three (3) years or bank statement for the last Six (6) months.



## **Botswana National Olympic Committee**

Private Bag 00180, Gaborone, Botswana

Tel: 3918944, Fax : 3918907

Email: [bnoc@botswananoc.org](mailto:bnoc@botswananoc.org)

[www.botswananoc.org](http://www.botswananoc.org)



### **6. CLOSING DATE**

The closing date for the submission of the EOI is 14<sup>th</sup> February 2025 no later than 17:00hrs