



PUBLIC TENDER NOTICE
TENDER NO: BOCRA/PT/004/2026/27
SUPPLY, INSTALLATION AND COMMISSIONING OF AN INTEGRATED E-PROCUREMENT SYSTEM

1. The Botswana Communications Regulatory Authority (BOCRA or the Authority) hereby invites experienced and reputable Local and International companies to tender for the Supply, Installation and Commissioning of an Integrated E-Procurement System, and Support and Maintenance Services for a period of 3 years.

2. **Procurement Method: Open International Bidding**

3. The envisaged E-Procurement System is expected to digitise and manage the full source-to-pay procurement cycle for BOCRA and Universal Access and Service Fund (UASF) procurement processes. The solution should support the entire process from procurement planning to supplier payments, reporting, and audit trails. The system is expected to integrate with existing BOCRA enterprise systems. The successful bidder will be required to supply, install, configure, test, train users, provide documentation, and offer post-implementation support and maintenance for a period of 3 years in accordance with agreed service levels.

4. Bidders who are domiciled in Botswana to be considered for the tender, must be registered with the Public Procurement Regulatory Authority (PPRA) under the following categories:
Code 120: ICT Systems and Management Services
Subcode 01: Systems Development Services and Maintenance Services

5. **International companies** are exempted from registration with the PPRA. However, a Tax Exemption Certificate issued by Botswana Unified Revenue Services (BURS) is required.

6. Citizen Economic Empowerment Policy (CEEP) shall apply to this tender. Bidders are requested to submit relevant certificates to benefit from the CEEP scheme.

7. Citizen youth-owned companies shall purchase the ITT at 50% of the fee as per **Presidential Directive CAB 14 (B)/ 2015**.

8. For foreign companies, preference shall be given to companies that undertake to enter business with or subcontract portions of the work to citizen companies (Joint Venture, Consortium, Associations or any type of Partnerships). Foreign-owned companies shall be required to subcontract up to 30% of the contract to citizen-owned companies.

9. International **Bidders** domiciled outside Botswana must, to be considered for the tender, submit company registration documents (in English or accompanied by an English translation) issued by the relevant authorities.
10. The Invitation to Tender (ITT) document may be purchased by interested companies at a non-refundable fee of **P570.00 (Five Hundred and Seventy Pula Only) VAT Inclusive**. Payment must be made in the form of bank transfer or deposit at the following bank details:

Bank Name:	First National Bank Botswana Ltd
Branch Name:	Mall
Branch Code:	28-28-67
Account Name:	Botswana Communications Regulatory Authority
Bank Account No:	62011115088
Swift Code	FIRNBWGX
Reference:	BTA0001
Payment From:	Company Name

11. Tender documents shall be issued upon provision of **Proof of Payment (POP)** at tenders@bocra.org.bw. All funds transfer bank charges shall be borne by the bidder.

12. Queries and Clarifications relating to this tender may be addressed in writing no later than **14 October 2026** to tenders@bocra.org.bw and will be responded to no later than **16 October 2026**.

13. Bids and all supporting documents should be submitted not later than **10:00 Hours on 26 October 2026** or such other later date as the Authority may advise in writing, at the **Tender Box** located at the following physical address:

Botswana Communications Regulatory Authority
Plot 50671
Independence Avenue
Gaborone

14. Bids will be opened at **10:05 Hours on 26 October 2026** at the BOCRA offices, bidders and the public are invited. Tender opening results will be published on BOCRA Website.

15. Late tender submissions will not be accepted.

16. Two envelope submission method shall be used for the tender.

17. The Public Procurement Act and Regulations shall apply to this tender.

18. Notwithstanding the foregoing, the Authority is not bound to accept the lowest or any tender offer.

For any further information regarding the tender, please contact Procurement Office at: tenders@bocra.org.bw