



INVITATION TO TENDER

The Botswana Trade Commission (BOTC) invites suitably companies for the provision for the following tender:

TENDER NO. BOTC HR 001 – 2025/26: REQUEST FOR PROPOSALS FOR THE PROVISION OF PENSION FUND ADMINSTRATORS

- Procurement Method: Open Domestic bidding – reserved for 100% citizen owned companies.
- PPRA Code 127 – Insurance and Pensions; Sub-Code 01 – Pension Funding Services or under any other relevant Code and Sub-code.
- Have an appropriate and valid NBIFIRA license.
- Tender Fees: P250 (P125 for Youth owned citizen companies).
- Tender Available Date: Wednesday 14th May 2025.
- Closing Date: Tuesday 4TH June 2025 @ 10.00 hrs

Detailed information on the tender can be accessed at

<https://www.botc.org.bw/news-events/procurement-opportunities/>

Tender documents will be available with effect from Wednesday 14 May 2025 and will be sent to bidders upon payment of a non-refundable and non-transferable fee of P250.00 payable to the following BOTC Account details:

Account Number	Bank Name	Account Number	Branch Name	Branch Code	Swift Code
Botswana Trade Commission	Stanbic Bank Botswana	9060001653941	Fairgrounds	064967	SBICBWGX

Proof of Payment must be sent to procurement@botc.org.bw as well as wadikgosi@botc.org.bw and must be included in the Bid Responses. The tender document will be sent to the bidders upon receipt of their proof of payment and after confirmation that funds have been received in the BOTC Account.