

PUBLIC TENDER NOTICE

TENDER NO: AB/274/2024

PROVISION OF MARKETING AND COMMUNICATIONS SERVICES

Air Botswana hereby invites sealed bids from all qualifying companies domiciled in Botswana and eligible to tender for the **PROVISION OF MARKETING AND COMMUNICATIONS SERVICES**.

This tender is an Open Domestic Tender, open to 100% citizen owned companies which are domiciled in Botswana and are registered with the Public Procurement Regulatory Authority under the following categories.

Code: 138 – Marketing & Public Relations Services

Sub-codes: 01 – Marketing Services, 02 – Advertising Services, 03 – Public Relations Services,

AND/OR

Code: 128 – Media Services

Sub-code :01 – Print Media, 02 – Radio, Film & Television, 03 – Other Media Services.

The Invitation to Tender documents may be purchased by interested companies for a non-refundable fee of **BWP 500.00**. Payments must be made through a bank deposit or Telegraphic Transfer to the following bank account:

BANK:	STANDARD CHARTERED BANK BOTSWANA
ACCOUNT:	0100110100000
ACCOUNT NAME:	AIR BOTSWANA
BRANCH:	MALL
SWIFT CODE:	SCHBBWGXXXX
REFERENCE:	AB/274/2024

Youth companies shall purchase the ITT at 50% of the Tender Fee as per the Presidential Directive CAB 14(B)/2015.

Payment should reference the tender number of the tender being purchased. Tender documents shall be emailed to interested bidders from **13th April 2024**, following the receipt of proof of payment.

Proof of payments (POPs) should be sent to the following email address:

tenders@airbotswana.co.bw. All funds transfer bank charges shall be borne by the bidder.

Issue date for this tender is from **12th April 2024**.

Sealed bids and all supporting documents should be submitted on or before **14:00 PM** on the **10th May 2024** (Tender closing date) and should be placed in the tender box situated in the Foyer at:

**Air Botswana Head Office Building
Airport Road, Sir Seretse Khama International Airport
Gaborone, Botswana.**

Late tender offers will not be accepted. Tender opening will commence immediately after tender closing time.

For any enquiries and clarifications regarding the tender please contact the Procurement Unit at: **tenders@airbotswana.co.bw** at least **fourteen (14) days** before the closing date of the Tender.

