Tender Reference No. UBT 2026/2027-10

- **Tender Title: TENDER FOR THE SUPPLY AND DELIVERY OF LAPTOPS**
- Sealed Tender offers are invited for the procurement of SUPPLY AND DELIVERY OF LAPTOPS
- The Procuring Entity is: UNIVERSITY OF BOTSWANA University of Botswana located at the Plot 4775, Notwane Road, Gaborone, Botswana
- Procurement Method is: Open Domestic Bidding
- Tenderers who are domiciled in Botswana must, in order to be considered for the award of the contract, be registered with the Public Procurement Regulatory Authority in the following categories:

  Code: 203 Electrical, Electronic, Mechanical and ICT supplies
  Sub code(s):01 Electrical and Electronic Equipment, Spares and Accessories (includes ICT, photographic equipment and others)
- The tender is reserved for citizens or citizen contractors as stated under Section 76 (2) of the Public Procurement Act.

  Preference margins will be applied to qualifying bidders in line with the Economic Diversification Drive (EDD)
- Documents will be shared with prospective bidders via the University's website on (www.ub.ac.bw) the 12th of November 2026
- A non-refundable deposit of BWP 500.00 payable by cash or bank guaranteed cheque made out in favor of the University of Botswana or the procuring entity stated in the tender document and is required on collection of the tender documents.
- Queries or clarifications relating to the issuance of these documents may be addressed in writing not later than 5 days before the tender closing date to Ms Osetse Mogau Tel No 3554451 or Mr. Martin Maika, Tel No 355 2329 Email address: mogauo@ub.ac.bw /maikam@ub.ac.bw.
- The closing date and time for receipt of sealed tender offers is 10:00 AM on 25th November 2026
- Late tender offers will not be accepted.
- The Bid Submission Method is: **One (1) Envelope Submission Method** in which a tenderer's financial and technical offers are submitted together in one sealed envelope.
- Submit one (1) original tender document marked **"ORIGINAL"** and (1) duplicate copy of the original Document in USB marked **"COPY"** in one sealed envelope clearly marked: **"Tender Reference No: UBT 2026/2027-10 A Tender for THE SUPPLY AND DELIVERY OF LAPTOPS."** shall be delivered to University of Botswana, Department of Procurement, Block 129, Office 5, Maintenance Yard

- The name and address of the bidder should be clearly marked on the envelope.

The Public Procurement Regulatory Authority Standardised Conditions of Tender for Supplies shall apply to this procurement, for which all the applicable Tender Data is contained in the tender document.

{Notwithstanding anything in the foregoing, the University of Botswana is not bound to accept the lowest or any tender offer.}

Accounting Officer
University of Botswana