



TENDER NOTICE

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THE PROVISION OF CLEANING AND GARDENING MAINTENANCE SERVICES TO BTC PROPERTIES COUNTRY-WIDE

REFERENCE NO. BTC/EOI: 001/ 026-2027

BTC invites reputable, experienced, and **locally registered companies** to express their interest in submitting a tender for **THE PROVISION OF CLEANING AND GARDENING MAINTENANCE SERVICES TO BTC PROPERTIES COUNTRY-WIDE**. Interested parties that meet the requirements should email BTC at the address provided below.

Prequalification Requirements:

1. Experience & Capabilities

Interested parties must provide a detailed track record of at least three(3) similar successful projects deployments of identical magnitudes, undertaken within the recent 3-years. Such record shall include verifiable contact reference list(s) for contactable personnel willing to provide independent references.

The interested parties should also outline the following details on each project description;

- a) A comprehensive description of the project(s) undertaken outlining specific evidence of achievements.
 - b) The year(s) the project(s) were executed
 - c) The name(s) of the client(s)
 - d) The value of the project(s)
 - e) Links to where the services can be viewed or client testimonials/references.
- 2.** Provide valid proof of ownership of cleaning and gardening equipment, tools, licenses/permits and vehicles where they will perform the services country-wide. If the bidder does not own the required equipment, they must provide a partnership letter signed by both parties with the equipment supplier or partner they intend to utilize.

EXPRESSION OF INTEREST NO. 001/2026-27

Required Submission Documents: Interested parties must submit the following documents:

1. Letter of Expression of Interest
2. Valid Statutory licensing (where applicable)
3. Valid Tax Clearance Certificate/Tax Exception Certificate obtained from Botswana Unified Revenue Services. (For foreign-based organizations Tax clearance or exemption must be submitted before contracting).
4. Company registration Documents
5. Company Profile
6. Submit Three Reference Letters



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EXPRESSION OF INTEREST NO. 001/026-2027. *Continued*

No additional documents are required at this stage.

Submission Instructions:

Interested parties should email their expressions of interest with the subject line: **"THE PROVISION OF CLEANING AND GARDENING MAINTENANCE SERVICES TO BTC PROPERTIES COUNTRY-WIDE"**.

Important Dates:

Deadline for Expression of Interest: **Friday 15th May 2026, by 16:00hrs.**

Additional Information:

Following the closure of the Expression of Interest, tender documents will be shared electronically with shortlisted parties that **meets the prequalification criteria.**

Contact Information:

For submission and inquiries , please email procurementinternal@btc.bw with subject **"EXPRESSION OF INTEREST NO. 001/2026-27-THE PROVISION OF CLEANING AND GARDENING MAINTENANCE SERVICES TO BTC PROPERTIES COUNTRY-WIDE"**

Note: *There will be no public tender opening session.*