



EXPRESSION OF INTEREST

1. BACKGROUND

The Competition Authority is a statutory body responsible for the prevention and redress of anti-competitive practices in the economy, and the removal of constraints on the free play of competition in the market.

2. REQUIREMENTS

The Competition Authority would like to invite reputable agencies to submit their Expression of Interest (EOI) for prequalification in the supply and delivery of the following:

- a) Branded stationery for example calendars, notebooks, minute books, folders, plastics, pens, conference bags, bottles e.tc
 - b) Branded apparel (T-shirts, shirts and corporate jerseys,e.t.c)
 - c) Branded merchandise like sun hats, bottles, sunglasses, etc
 - d) Exhibition stand accessories
3. Companies are required to include the following details in their submissions;
- e) Certified valid and appropriate trading licences;
 - f) Certified PPADB registration Certificate;
 - g) Shareholders and Directors information including certified copies of identification documents;
 - h) Tax Clearance Certificate, Notice of VAT Registration Letter or Exemption where applicable;
 - i) Registration documents showing the legal status of the entity and the entity's profile;
 - j) Evidence of technical capacity to provide the services required; and
 - k) Proof of financial capacity to undertake the work or services required.

4. **Closing Date:** Sealed submissions clearly marked “CA 028/2014-2015” must be addressed and delivered by hand, courier or registered mail to the following address by 11:30 hours on 7th January 2015.

**Chief Executive Officer
Competition Authority
P/Bag 00101
Plot 28, Matsitama Road
Main Mall
Gaborone**

5. Submissions received after the closing date and time will not be considered. Furthermore, telephonic, telex, facsimile or electronic mail submissions will also not be considered. **Please note that only prequalified organisations will be contacted.**
6. Kindly note that this call for expression of interest is not a contract or a financial obligation on the Competition Authority to the companies that express interest. The Competition Authority reserves the right to cancel the entire process.

Enquiries: Any enquiries relating to this tender should be directed to the **Procurement and Asset Maintenance Officer**, who may be contacted on 3934278 or 3712032 or email: kamogelo.ditsele@competitionauthority.co.bw on or before 18th December 2014.