

PUBLIC TENDER NOTICE

Note that a detailed tender notice for each tender is available on BURS website

1. BURS/HR/SER/29/2026-2027- PROVISION OF COMPREHENSIVE STAFF MOTOR VEHICLE AND RESIDENTIAL PROPERTY INSURANCE COVERS FOR THE BOTSWANA UNIFIED REVENUE SERVICE FOR A PERIOD OF 60 MONTHS

PPRA Code & Grade under the following categories	Code: 127 - Insurance & Pension Sub code: 03 - Motor Vehicle Insurance, AND Sub code: 05 - Fire and other property damage insurance, AND Sub code: 06 - Brokerage and risk related Services
Procurement Method	Open Domestic Bidding (reserved for 100% citizen companies)
Fee	P500.00
Collection Date	14th October 2026
Tender Closing	6th November 2026

2. BURS/ADM/SER/30/2026-2027- PROCUREMENT OF SERVICES FOR THE PROVISION OF CASH IN TRANSIT SERVICES AT VARIOUS BURS OFFICES FOR A PERIOD OF (TWO) 2 YEARS

PPRA Code & Grade under the following categories	Code: 100 – Security Services Sub code(s): 02 – Specialist Security Service
Procurement Method	Open Domestic Bidding
Fee	P250.00
Collection Date	14th October 2026
Tender Closing	6th November 2026

3. BURS/ADM/SUP/31/2026-2027– ONE (1) YEARS FRAMEWORK CONTRACT FOR SUPPLY AND DELIVERY OF TONER CARTRIDGES AND INKS

PPRA Code & Grade under the following categories	Code: 211 – General Supplies Sub code: 02 - Stationery
Procurement Method	Open Domestic Bidding (100% Citizens - Reserved)
Fee	P250.00
Collection Date	14th October 2026
Tender Closing	6th November 2026

4. BURS/HR/SER/32/2026-2027– PROCUREMENT OF CONSULTANCY SERVICES TO UNDERTAKE A BEST COMPANY TO WORK FOR SURVEY FOR THE BOTSWANA UNIFIED REVENUE SERVICE OVER A PERIOD OF FIFTEEN (15) WEEKS.

PPRA Code & Grade under the following categories	Code: 315 – Human Resource Services Sub code(s): 02 – Job Evaluation, compensation & Reward Management
Procurement Method	Open Domestic Bidding (reserved for 100% citizen companies)
Fee	P500.00
Collection Date	14th October 2026
Tender Closing	6th November 2026

Interested companies are advised to purchase tenders from 07:30 to 12:45 and 13:45 to 16:00 hours during weekdays, at BURS Head Office CBD, Finance Division – Tower block (Motswere), 4th Floor, South wing, Reception. In line with Government Policy Reform 2015: Affirmative Action in favour of youth, youth companies pay half price to purchase the tenders on production of citizen youth directorship proof.

Botswana Unified Revenue Service (BURS) ONLY accepts Electronic Fund Transfer (EFT) or Point of Sale (POS) as only methods of payment. Bank details are available on request from procurement@burs.org.bw.

The Invitation to Tender can only be collected on production of the official receipt from; Botswana Unified Revenue Service, Procurement Unit (Motsentsela), South Block, Ground Floor, New BURS Headoffice, Lot 54379, Eastern Commercial Road, CBD, Gaborone.

Any clarifications or queries relating to the issue of these document should be forwarded to Procurement unit at procurement@burs.org.bw

The response to the Tender, are to be hand delivered or couriered to BURS and deposited in the tender box located at **Procurement Unit (Motsentsela), South Block, Ground Floor, New BURS Headoffice, Lot 54379, Eastern Commercial Road, CBD, Gaborone, not later than 10:00hrs on the day of closing.** Bidders are informed that public bid opening procedure shall be followed.

TOLL FREE NUMBER: 0800 900 900