



PRE-QUALIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY SERVICES FOR THE TRANSPORT AND TRANSIT FACILITATION PROGRAMME PHASE 2 (TTTFP2)..

SPECIFIC PROCUREMENT NOTICE SELECTION OF A CONSULTANCY FIRM

Date: 6 August 2026

Reference Number: SADC/3/5/1/137.

Title of Assignment: PRE-QUALIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY SERVICES FOR THE TRANSPORT AND TRANSIT FACILITATION PROGRAMME PHASE 2 (TTTFP2).

Procurement entity: Southern African Development Community (SADC) Secretariat

Location: SADC Secretariat, Western Commercial Road (near Lobatse and Siboni Roads), CBD Plot 54385, Private Bag 0095, Gaborone, BOTSWANA.

1. The **SADC Secretariat** herewith invites firm to submit proposals for the following contract: “**CONSULTANCY FOR PROVISION OF BASELINE SURVEY SERVICE FOR THE TRANSPORT AND TRANSIT FACILITATION PROGRAMME PHASE 2 (TTTFP2)**”.
2. More details on the scope of the contract(s) are provided in the Bidding Documents which can be downloaded, free of charge, from the following website:
<https://www.sadc.int/procurement-opportunities>
3. The procurement method used for this contract is **Restricted bidding method**, as defined in the **SADC Secretariat Guidelines for Procurement and Grants**, edition August 2021 available at the following website: <https://www.sadc.int/procurement-document/sadc-procurement-and-grants-guidelines-approved-august-2021>
4. The Pre qualifications is open to firms which satisfy the eligibility and qualification requirements stated in the Bidding Documents.
5. The date and time of submission of the Bids at the address indicated in the Bidding Documents is **7 September 2026, at or before midnight, local Botswana time**. Proposals received after this time and date, or submitted otherwise than indicated in the Bidding Documents shall not be considered and shall be returned unopened.

6. All notifications concerning this Pre-qualification process, including: modification of the *Bidding Documents*, results of the evaluation or cancellation notices, will be published on the following website www.sadc.int.
7. Interested consultant firm may seek clarification or/and additional information concerning this contract, only in writing and by latest **17 August 2026 by midnight local Botswana time**, from the following contact points.

Attention: **Mr. Thomas Chabwera**

Address: SADC Secretariat, Plot No. 54385, New CBD, Private Bag 0095

Gaborone, Botswana, Telephone: +267 395 1863

E-mail: tchawbera@sadc.int , dtimbo@sadc.int , cnsusa@sadc.int

Responses to requests for clarifications will be posted on the SADC website by **27 August 2026**, by midnight, Botswana Time

8. Description of the assignment: **“PRE-QUALIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY SERVICES FOR THE TRANSPORT AND TRANSIT FACILITATION PROGRAMME PHASE 2 (TTTFP2). SADC/3/5/1/137.**

Mr. Thomas Chabwera

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Head of Procurement Unit



Signature Request

Signature Request ID:	d24b4890-8a4d-4387-b550-aacf4d982e50	Timestamp:	2026-08-06 19:28:36 GMT
Signee Name:	Diana Sello	Sender Name:	Diana Sello
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPNPREQUALIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY Final.pdf	Document Size:	179.3 KB
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Email Evidence

Signee Email:	dsello@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	102.221.204.62	Request Timestamp:	2026-08-06 19:28:01 GMT
Signee GPS (if shared):	ZA: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/150.0.0.0 Safari/537.36	Terms Accepted Timestamp:	2026-08-06 19:28:11 GMT

Annotations and Modifications

Signature Count:	2	Form Fields Filled Count:	0
Text Annotation Count:	0	Initial All Pages Count:	0
Single Initial Count:	0		

Signing Evidence

Signee Mobile:	+270000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20260806T192836.493447Z SPNPREQUALIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY Final.pdf	Attached Timestamp:	2026-08-06 19:28:36 GMT
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Signed with Impression - Chain of Custody



Signature Request

Signature Request ID:	332b40a8-ef02-4ba7-8882-5fb19d934e83	Timestamp:	2026-08-06 19:58:07 GMT
Signee Name:	Dotto B. Timbo	Sender Name:	Dotto B. Timbo
Request Type:	WebSigning	Request Status:	WEBVIEWER SIGNED

Original Document

Document Name:	SPNPREQULIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY Final.pdf	Document Size:	314.9 KB
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Email Evidence

Signee Email:	dtimbo@sadc.int	Email Subject:	Not available in Silent Mode
Email Sent Timestamp:	Not available in Silent Mode	Email Opened Timestamp:	Not available in Silent Mode

Web Evidence

Signee IP Address:	41.223.72.125	Request Timestamp:	2026-08-06 19:55:52 GMT
Signee GPS (if shared):	BW: Mozilla/5.0 (Windows NT 10.0; Win64; x64) AppleWebKit/537.36 (KHTML, like Gecko) Chrome/151.0.0.0 Safari/537.36 Edg/151.0.0.0	Terms Accepted Timestamp:	Not available in Silent Mode

Annotations and Modifications

Signature Count:	1	Form Fields Filled Count:	0
Text Annotation Count:	1	Initial All Pages Count:	0
Single Initial Count:	2		

Signing Evidence

Signee Mobile:	+27000000000	Sign Type:	WebSigning
Security Challenge:	NONE	Part of Workflow:	NONE

Chain Of Custody Generation

Attached Document Name:	20260806T195806.940263Z SPNPREQULIFICATION DOCUMENT FOR PROVISION OF BASELINE SURVEY Final.pdf	Attached Timestamp:	2026-08-06 19:58:07 GMT
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