



INVITATION TO TENDER

Suitably qualified, experienced **companies** are hereby invited to submit their Expression of Interest to receive the tender below for the following services to Debswana Diamond Company (Pty) Ltd:

DOC1376433634 – PROVISION OF HUMAN RESOURCE MANAGEMENT CONSULTANCY SERVICES FOR JWANENG UNDERGROUND PROJECT – EARLY ACCESS FEASIBILITY STUDY

BRIEF

Provision of Human Resource Management Consultancy Services for Jwaneng Underground Project – Early Access Feasibility Study for a period of 24 months. The Service Provider will be required to develop a comprehensive Human Resources Management Plan, as guided by the Project Delivery Standards applied by Debswana, as well as a Human Resources Development/Skills Transition Plan. The service provider will be expected to serve as a vehicle for the actual trainee development on behalf of Debswana.

This tender is open to all companies whether registered with Debswana or not. However, companies not registered with Debswana will be required to commence with registration immediately upon expressing interest to participate in the tender.

SITE VISIT

No site visit is required.

TENDERING ON ARIBA

Debswana has adopted SAP Ariba – an online bidding and supplier management solution for all its tendering and supplier registration requirements. There is no requirement to purchase the tender document. Please contact Mr. Gofaone Mohutsiwa at gmohitsiwa@debswana.bw, Telephone 364 8083 specifically for supplier registration on SAP Ariba Platform and Mr. Koobonye Montsho at kmontsho@debswana.bw, for support around the SAP ARIBA Platform.

Bidders who wish to participate in this tender will need to register their interest with **Mr. Koobonye Montsho** at kmontsho@debswana.bw ; contact +267 7131 0506, by **31 March 2023**.

It is important to note that bidders who are already registered with Debswana on SAP Ariba are only required to register their interest in receiving the RFP as per the requirements under **Part 2 [Indicating Interest to Participate in the RFP]** below.

Bidders who are not yet registered with Debswana as Suppliers are required to complete the following steps in the Debswana SAP Ariba platform (Part 1 and Part 2):

PART 1: REGISTERING AS A VENDOR ON SAP ARIBA

In order to participate in any event on Ariba, a supplier will need to be registered on Ariba and have a valid SAP Ariba Network Supplier account and profile by following the steps below:

1. Go to Debswana SAP Ariba self-registration page: <http://www.debswana.com/Supply-Chain>
2. Click on Register as a Supplier
3. Complete account registration; and
4. Once you have SAP Ariba Network Supplier Account and access credentials, proceed as required on Part 2 below:

PART 2: INDICATING INTEREST TO PARTICIPATE IN THE RFP (FOR ARIBA REGISTERED SUPPLIERS)

1. Register your interest with Mr. Koobonye Montsho on or before **31 March 2023** by following the steps below:
 - a. Send an email to kmontsho@debswana.bw with the following details.
 - b. Subject of the Email, **“DOC1376433634 - PROVISION OF HUMAN RESOURCE MANAGEMENT CONSULTANCY SERVICES FOR JWANENG UNDERGROUND PROJECT – EARLY ACCESS FEASIBILITY STUDY”**
 - c. Name of the Company (as registered in Part 1 above);
 - d. Name of the Contact persons; and
 - e. Contact Details of the Company (Phone Number, Email Address and Postal and Physical Address).
2. Debswana will then invite you to participate in the RFP on **07 April 2023**.
3. Once invited by Debswana, you will receive an email notification that you have been invited to participate on the RFP
4. Respond to the RFP and submit through Ariba platform

SUBMISSION

Bidders are required to submit their respective bids on or before **21 April 2023 at 1200hrs** through the Debswana SAP Ariba platform as per the instructions to be provided.

Offline Tenders and Tenders received via telephone, telex, email or facsimile will not be considered. Debswana reserves the right to accept or reject any tender and does not bind itself to accept the lowest tender.

For any enquiries, please contact Mr. K. Montsho at Tel: +267 71 31 0506 or e-mail:

kmontsho@debswana.bw

This tender notice can also be viewed at: <http://www.debswana.com/Supply-Chain/Pages/Current-Public-Tenders.aspx>

