

Tender Notice

TENDER NO: NDB 2025-26-44, PROCUREMENT NAME: RE-TENDER FOR PROCUREMENT OF MARKETING AGENCY SERVICES TO DEVELOP, IMPLEMENT AND MONITOR DIGITAL MARKETING AND COMMUNICATIONS STRATEGY FOR NATIONAL DEVELOPMENT BANK

Electronic Tender Offers Are Invited for the **RE-TENDER FOR PROCUREMENT OF MARKETING AGENCY SERVICES TO DEVELOP, IMPLEMENT AND MONITOR DIGITAL MARKETING AND COMMUNICATIONS STRATEGY FOR NATIONAL DEVELOPMENT BANK**

The procuring entity is: National Development Bank (NDB) Procurement Method is: Open domestic Bidding

To access and participate in this tender, bidders are required to register on the following link.

<https://ngpms.ndb.bw/Account/Login?ReturnUrl=%2FTiles.aspx> and upload proof of payment on the system following the steps below:

Log in>Tenders>Published Tender>Pay>Select Payment Mode(offline)>Attach proof of payment (only image files & jpeg)>Submit.

Tender documents will be available for downloading from NDB E-Procurement management system once the supplier registration process is complete.

- A non-refundable fee of P250.00 is required for the purchase of the tender documents, youth owned companies shall pay half of the purchase price upon submission of proof showing youth ownership. Payments shall be made by electronic fund transfer (EFT) or deposit into the account in favor of National Development Bank.
- Payment is to be deposited in the banking details below:
NATIONAL DEVELOPMENT BANK
STANDARD CHARTERED BANK 0100110109400
MALL BRANCH GABORONE
NO PAYMENTS SHALL BE MADE PHYSICALLY AT THE NDB PREMISES.
- All Tender responses must be submitted strictly on the NDB NGSM System. Late, faxed, emailed, post mailed or hand delivered responses/offers will NOT be accepted or considered.
- The Bid Submission Method is: Two folder Submission Method in which a tender's technical and financial bid offer is submitted in two (2) separate folders.

All bidders should include codes and subcodes:

Code 128 (Media Services) subcode 1(print media), 2(radio, film & television),3(other media services).

Code 138 (Marketing and Public Relations Services) Subcode 1 (marketing services),2 (Advertising Services (billboards, electronic, internet),3 (Public relations services).

Code 139 (miscellaneous services) Subcode 16 (Event Management Services) and 18(graphic design) in their submissions.

- All queries and clarification must be submitted on the NDB NGSM System no later than five (5) working days before the tender closing date.
- The closing date and time for receipt of tender offers is 0730hrs on Friday 8th May 2026.
- Tel No; 3952801 email: tenders@ndb.bw

The Public Procurement Regulatory Authority's Standardized Conditions of Tender for Services apply to this procurement, for which all the applicable Tender Data is contained in the tender document.

{Not withstanding anything in the foregoing, NDB is not bound to accept the lowest or any tender offer}

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