



Botswana National Olympic Committee

Private Bag 00180, Gaborone, Botswana

Tel: 3918944, Fax : 3918907

Email: bnoc@botswananoc.org

www.botswananoc.org



REQUEST FOR AN EXPRESSION OF INTEREST FOR FLIGHTS TO TRANSPORT TEAM BOTSWANA TO LUANDA FOR THE 4th AFRICA YOUTH GAMES

Date: 23rd October 2025

1. The Botswana National Olympic Committee (BNOC) invites expressions of interest from all registered domestic travel agencies, to provide flight services for the transportation of our team to Luanda for the 4th Africa Youth Games. This opportunity seeks to foster collaboration with local businesses and ensure the smooth travel logistics for our athletes and officials.

2. SCOPE OF SERVICES:

- 2.1. The selected travel agency(s) will be responsible for:

- 2.1.1. Providing round-trip flights from Gaborone to Luanda for a total of 110 economy class tickets and 2 business class tickets.
- 2.1.2. Ensuring the most convenient route to Luanda with reasonable layover times.

- 2.2. Flight Details:

- 2.2.1. Departure from Gaborone, Botswana: 8th December 2025
- 2.2.2. Return from Luanda, Angola: 20th December 2025

3. SUBMISSION REQUIREMENTS:

- 3.1. Interested travel agencies should submit the following documents:

- 3.1.1. Cover letter
- 3.1.2. Company profile
- 3.1.3. Certification of incorporation and Company Extract
- 3.1.4. Tax clearance certificate as issued by BURS
- 3.1.5. Trading License
- 3.1.6. Shareholder certificates and certified copies of Directors and Shareholders Identification Documents
- 3.1.7. Two (2) stamped and signed references from past clients who can attest to your experience in handling travel arrangements for a significant number of people.
- 3.1.8. Proposed flight itineraries including convenient routes, departure, and arrival times.
- 3.1.9. One flexible quote and specifying the fare breakdown for 110 economy class tickets and their travel insurance.
- 3.1.10. One flexible quote and specifying the fare breakdown for 2 business class tickets and their travel insurance.



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4. SUBMISSION DEADLINE:

4.1. All submissions must be received by **31 October 2025**, at **17:00hrs**.

4.2. Reference "**Expression of Interest for 4th Africa Youth Games Flights**" electronically to procurement@botswananoc.org.

5. SELECTION PROCESS:

5.1. Proposals will be evaluated based on criteria such as cost-effectiveness, flexibility, and overall service quality. Shortlisted agencies may be invited for further discussions or presentations.

6. CONTACT INFORMATION:

6.1. For inquiries or clarification regarding this invitation, please contact:

Botswana National Olympic Committee

procurement@botswananoc.org

+267 391 8944