BOTSWANA INSTITUTE FOR TECHNOLOGY RESEARCH AND INNOVATION

EXPRESSION OF INTEREST FOR THE PROVISION OF SOFTWARE DEVELOPMENT SERVICES TO THE BOTSWANA INSTITUTE FOR TECHNOLOGY RESEARCH AND INNOVATION – START-UP SOFTWARE DEVELOPMENT COMPANIES

1. Background

Botswana Institute for Technology Research and Innovation (BITRI) was established in 2012 as a Government of the Republic of Botswana company limited by guarantee, to conduct needs-based research and development in focused areas, in accordance with national priorities. BITRI is established under the Ministry of Tertiary Education, Research, Science and Technology (MOTE), with a Mandate to identify, develop and/or adapt appropriate technology solutions that provide sustainable innovative solutions through co-creation and collaboration in line with national priorities and needs of Batswana.

BITRI, under its Technologies Department and the Information Systems Technologies (IST) Division, is desirous of engaging a group of Citizen-owned Software Development Start-up Companies to be appointed as and when need arises, for the provision of Software Development Services for a period not exceeding two (2) years. The selected companies will be expected to undergo induction training on key BITRI software technologies stack, software development processes, security and quality criteria. In addition, the companies will be expected to, when assigned work, attach government-sponsored interns/graduates with ICT and related qualifications for the purpose of exposing them to practical skills in software development processes.

Citizen-owned Software Development Start-up Companies are invited to submit proposals to be considered for the provision of Software Development Services to BITRI. After the normal evaluation process, all short-listed companies will be included on the list of Software Development service providers to BITRI. Inclusion of a company in the list is on a non-exclusive basis. BITRI may from time to time invite any company included in the said list to provide Software Development services as desired. At its own discretion, BITRI may instruct a company not included in the list for the provision of Software Development services as BITRI might deem appropriate or beneficial.

2. Eligibility Criteria

2.1 In order for a company to be eligible for evaluation and further consideration for

selection, it must:

    i)   be citizen-owned Botswana registered company

ii)   be registered with Public Procurement and Asset Disposal Board (PPADB) in the following categories:

                Code 120: ICT Systems and Management Services

                    Sub code 01: Systems Development Services and Maintenance

iii)   satisfy Government of Botswana Income and VAT Tax provisions

iv)   provide schedule of fees for Junior Software Developer, Software Developer and Senior Developer expressed in hourly rates and stated in Botswana Pula

v)   provide Curriculum Vitae of all key personnel (as in iv) above) complete with educational/professional certificates

vi)   provide a complete company profile

vii)   provide software quality assurance/control plan

viii)   provide software security assurance plan

ix)   provide company software development stack and methodologies

3. Disclaimer

BITRI shall not be responsible for any cost incurred by any company in the preparation or submission of any proposal or to procure or contract for any services. Selection does not confer any exclusivity rights nor guarantee that the company will receive business from BITRI.

BITRI reserves the right to accept or reject any and all proposals, to revise the Expression of Interest, to request one or more re-submissions or clarification from one or more companies or to cancel the Expression of Interest.

4. Evaluation

BITRI Shall use the Quality Based Selection (QBS) evaluation method to assess submissions.

#	Evaluation Criteria	Score (%)	Breakdown ((%)
1	Citizen Ownership	20	**20** - Wholly Citizen owned **10** - Majority Citizen owned **5** - Minority Citizen owned
2	Experience of Company in Software Development	30	**30 – 5+yrs**. experience in software development employing contemporary

			software development technologies and methodologies **20 – 3+ yrs.** experience in software development employing contemporary software development technologies and methodologies **10 – 1+ yrs**. experience in software development employing contemporary software development technologies and methodologies **5 – <1yr** experience in software development employing contemporary software development technologies and methodologies
3	Quality Assurance/Control Plan	10	**10 –** a very good quality assurance plan consistent with contemporary software development technologies and methodologies **5 –** a fairly general quality plan **0 –** a poorly written or no quality plan
4	Software Security Assurance Plan	10	**10** – a very good security assurance plan consistent with contemporary software development technologies and methodologies **5 –** a general security plan **0 –** a poorly written or no security plan
5	Curriculum Vitae of Key Personnel	30	**30 –** relevant educational and professional qualifications and experience in high-end technologies and methodologies

			20 – relevant qualifications and experience in software technologies and methodologies 10– relevant qualifications but lack software development experience 0 – no qualified personnel
	TOTAL	**100%**	

A minimum of 70% score is required for a company to be considered for inclusion in the list.

5. Submissions

Responses should be enclosed in an envelope marked "Provision of Software Development Services" and delivered by hand to the following address:

Lead Researcher – Information Systems Technologies (IST)

Botswana Institute for Technology Research and Innovation

Plot 50654, Machel Drive

Private Bag 0082, Gaborone

6. Closing Date

Responses should be received by BITRI not later than close of business (1630 hours CAT) on Wednesday 13th January 2020. BITRI shall reject any responses submitted late.

The Lead Researcher (IST) can be contacted at telephone number 360 7520 or ttsalaile@bitri.co.bw for further clarification.