

Registration of Consultants for inclusion in the Direct Allocation System (DAS) Database

Overview

This is a system whereby the Ministry registers all 100% Citizen owned Architectural, Engineering and Quantity Surveying Consulting companies for purposes of direct allocation of projects below P150m.

Who is eligible?

All 100% citizen owned consulting companies in Botswana in the fields of Architecture, Engineering and Quantity Surveying.

How do I get this service?

You apply to be registered with the Ministry of Infrastructure and Housing Development Project Allocation Committee (PAC).

What supporting documents are required?

- Copy of PPADB registration.
- Copy of valid BURS tax clearance certificate.
- Certified copy of Professional indemnity insurance cover up to P1m.
- Registration of key personnel with professional registration bodies eg. ERB, QSRC, ARC.
- Valid membership of professional institutions eg BIE, AAB, IBQS.
- Valid membership of Business Botswana.
- Practising certificate and relevant work experience of minimum 8 years.
- Two additional staff members one being a graduate and the other at least a technician.
- List of directors and staff together with their CVs, valid Omang and letters of full time employment.
- CIPA documentation.
- Confirmation of physical address of consultants offices and general office equipment or facilities.

How long will this service take?

Assessments for applications are done quarterly. If the application is successful, the consulting company will be put into the roster. Allocation of a project will then depend on the availability of projects to be allocated.

How much does it cost?

The service is provided at no cost.

Where can I obtain this service?

Ministry of Infrastructure and Housing Development Headquarters Procurement Office

Fairgrounds Office Park, Plot no. 61923, Fairgrounds, Gaborone

Tel no. **3958500**

Where can I get more information on this Service

Ministry of Infrastructure and Housing Development Headquarters Procurement Office

Fairgrounds Office Park, Plot no. 61923, Fairgrounds, Gaborone

Tel no. 3958500

Information can also be obtained from professional registration bodies ie ERB at Tel no. (+267) 3914446, ARC at Tel no. (+267) 3951830 and QSRC at Tel no. (+267) 3956170.