

PROJECT  
VETERINARY VACCINES BLENDING & FILLING FACILITY



BVI  
Broadhurst Industrial  
Lejara Road, Plot 6385/50, GABORONE  
BOTSWANA

**EOI Reference No. BVI/EOI/PRJ/01/2024-2025**  
Request for Expression of Interest (REOI) for  
Supply, Delivery, Commissioning & Validation of  
Process Equipment for BVI's Veterinary Vaccines  
Blending and Filling Facility Project. Process  
Equipment

## 1. BACKGROUND

- 1.1. BVI, established in 1979 is a public limited company, wholly owned by the Government of Botswana. Since inception, BVI has been primarily manufacturing the FMD vaccine and over the years have built its vaccines arsenal against PPR, Anthrax, Bovine Pleuropneumonia and *Clostridium chauvoei*. BVI has received the status of Reference Laboratory.' BVI has also been recognised and appointed by OIE as the first PPR vaccines bank for the EU. Apart from meeting the requirement of the domestic market, BVI exports its products to more than thirty countries.
- 1.2. BVI is primarily involved in the full cycle development of the veterinary vaccines from its facility located at Broadhurst Industrial, Lejara Road, Gaborone.

## 2. PROJECT BACKGROUND

- 2.1. The company has decided to set up a new blending and filling unit in its existing site. The building has been constructed and is ready for the internal engineering works. The objective of this unit is to function as the cGMP compliant blending and filling facility for the veterinary vaccines portfolio.
- 2.2. The present document has been created to define the BVI's requirements, specification for supply, installation and commissioning of the process equipment and utility equipment for the 'Blending and Filling Project'.

## 3. COMPLIANCE

- 3.1. Expression of Interest submissions should be accompanied by the following documentation;
  - i. Certificate of Incorporation and / or Registration of Business Name certified by Companies & Intellectual Property Authority (CIPA) or equivalent for foreign companies.
  - ii. Register of shareholder's issued by Companies & Intellectual Property Authority (CIPA) or equivalent for foreign companies.
  - iii. Certified copies of ID Documents for Shareholders. Submit Passports for foreign companies
  - iv. Valid tax clearance certificate or equivalent for foreign companies.
- 3.2. Proposal documents should be deposited in the tender box provided at BVI Head Office, Procurement Department, or sent via email on [procurement@bvi.co.bw](mailto:procurement@bvi.co.bw) not later than **24<sup>th</sup> February 2025 at 10:00 hrs** as per BVI time piece.
- 3.3. Late, and facsimile submissions will not be accepted.

## 4. SELECTION CRITERIA

- 4.1. EOI submissions will be checked for completeness and compliance with the requirements of this invitation for expression of interest. The selection will be made based on the following;
  - i. Capability and capacity of the company to supply the required process equipment. Include detailed company profile with contact details.

- ii. Qualifications and experience of the proposed resource / project team. Provide a minimum of three (3) team members. Team members must be registered with the relevant registration bodies.
- iii. Experience; Proven record of previous related assignments of similar nature. Submit at least two (2) references with credible and traceable reference contact details of delivering similar works. BVI reserves the right to validate/verify the submitted reference letters.
- iv. Project Methodology and turnaround time to complete the project for supply, delivery, installation, commissioning and validation of the required equipment.
- v. Provide details about the capacity to supply spare parts and after sale service. Indicate response times to address callout logs.

## 5. SUBMISSION OF PROPOSALS

- 5.1. In case of hard copies the submissions should be placed in a sealed envelope clearly marked "Expression of Interest (EOI) for Supply, delivery, installation, commissioning and validation of equipment for BVI's Blending and Filling Facility project"
- 5.2. The submissions must be addressed and hand delivered to:  
  
The Procurement Manager  
Botswana Vaccine Institute  
Broadhurst Industrial  
Lejara Road, Plot 6385/50,  
Gaborone, Botswana
- 5.3. All enquiries should be directed to [procurement@bvi.co.bw](mailto:procurement@bvi.co.bw);  
**Contact Number:** +267-3912711
- 5.4. **Closing date:** 24<sup>th</sup> February 2025 at 1000hrs as per BVI time piece

## 6. BRIEF DESCRIPTION OF THE PROJECT REQUIREMENTS

- 6.1. The information below is a short description of the required process equipment.
- 6.2. The present document has been created to define the BVI requirements specification for supply, installation commissioning and validation of blending and filling process equipment needed for vaccine production.

## **7. PROCESS EQUIPMENT**

### **7.1. STERILISATION AUTOCLAVE AND EIGHT (8) TROLLEYS**

7.1.1. The purpose of this machine is to sterilize clean plastic vials before filling but also vials stoppers and parts of the filling machine (pumps, needles, vessel, etc.). Sterilisation temperature 123°C +/-1°C. The machine shall also be able to run decontamination cycle to decontaminate filling machine parts exiting area. Decontamination temperature: 123°C +/- 1°C. There are 3 formats of bottles:

- 50ml
- 100ml
- 300ml

7.1.2. This equipment sterilizes:

- Plastic vials in the trolleys before their storage in the filling room
- Rubber stoppers in bags before their introduction in the filling machine bowl
- Filling machine parts before their installation onto the machine (Pumps, needles, valves, etc.)

7.1.3. This equipment decontaminates:

- Filling machine parts (pumps, needles, valves etc.) before their cleaning in washing machine (cleaning room n°01-018)
- Waste bags (with rubber plastic bags etc.).

### **7.2. BOTTLES WASHER (MAXIMUM FOOTPRINT 2000MM X 2600MM)**

7.2.1. The purpose of this machine is to wash 3 different formats of bottles:

- 50ml
- 100ml,
- 300ml plastic vials.

7.2.2. Minimum operating speed of the washer will be at least:

- 150 vials/min for 50ml format
- 100 vials/min for 100ml format
- 50 vials/min for 300ml format

## **8. FILLING, STOPPERING, CAPPING & LABELLING MACHINE**

- 8.1. The purpose of this line is to fill 150L to 3000L batches into 50ml, 100ml or 300ml plastic vials (Products: Diluent, Asymptol and aqueous FMD).
- 8.2. The following process equipment and functions are included into this work package:
- 1x automatic filling line for 50ml, 100ml or 300ml plastic vials with manual loading
  - 1x rubber stopper insertion right after filling operation
  - 1x capping machine
  - 1x printing and labelling machine
  - 1x outfeed system
  - Conveyors system between machines
- 8.3. Filling machine must communicate with Blending process to request product supply. Communication through dry contact

## **9. PROJECT EFFECTIVE DATE**

- 9.1. The project is expected to begin in April 2025.

## **10. SITE VISIT**

- 10.1. Please note that there will be a mandatory site visit at the later stage of the process which Will be communicated in the Invitation to Tender (ITT)
- 10.2. Bidders shall attend the site visit at their own expense, BVI will not be liable for any costs incurred.

The Public Procurement Regulatory Authority Standardized Conditions of procurement shall apply to this EOI.

Notwithstanding anything in the foregoing, Botswana Vaccine Institute is not bound to accept the any tender/EOI offer or to bear any expense incurred by bidders in the preparation thereof



**Andrew Madeswi**  
**Chief Executive Officer**  
**Botswana Vaccine Institute**