

INVITATION TO BIDDERS

Invitation to tender number 3 of 2026/27

BID NOTICE UNDER OPEN COMPETITIVE TENDERING

22 June 2026

Appointment of an Insurance Broker for Lesotho Government Motor Vehicle Insurance

1. The Ministry of Finance & Development Planning has allocated funds for acquisition of an Insurance Broker for Lesotho Government Vehicle Insurance.
2. The Ministry of Finance and Development Planning invites sealed bids from eligible bidders for the provision of the above Goods.
3. Bidding will be conducted in accordance with the open **Quality and Cost Based Selection (QCBS)** bidding method contained in the Public Procurement Act and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from 8:30 Hrs. – 16:30 Hrs.
5. The Bidding document in English will be obtainable at Ministry of Finance and Development Planning Procurement Unit room 2010 from 22 June 2026 and at www.finance.gov.ls. at a non refundable participation fee of M2000.00. The method of payment will cash.
6. Bids must be delivered to the address below at 8(c) at or before 04 August 2026 – 12:00 PM (SAST). All bids must be accompanied by a bid security of fifty thousand Maloti - LSL 50.000.00. Bid securities or bid securing declarations must be valid for 120 days from the bid closing date. Late bids shall be rejected. Bids will be opened in the presence of the bidders' or representatives who choose to attend same day (04 August 2026 at 14:30hrs)at the address below at 8(d).
7. Clarifications in writing must be addressed to the following addressees on or before 31 July 2026.

Moipone.ramollo@gov.ls

8. (a) Documents will be issued from: 22 June 2026, 2nd Floor, Room 2010 Ministry of Finance & Development Planning

(c) Bids must be delivered to: 3rd Floor, Tender Box Finance House next to room 3016

(d) Address of bid opening: Finance House tender boardroom 3rd floor Government Complex
9. The planned procurement schedule (subject to changes) is as follows:

Activity	Date
a. Publish bid notice	22 June 2026
b. Deadline for Written Clarifications and enquiries should be made in writing to: Email moipone.ramollo@gov.ls	31 July 2026
c. Issuance of clarifications Responses	4 July 2026
d. Bid closing date	04 August 2026 at 12:00hrs
e. Technical Evaluation	10 – 14 August 2026
f. Financial Evaluation	18 – 19 August 2026
g. Submission of the report to the Procurement Committee.	25 August 2026

Please note that all costs associated with the preparation and submission of the proposal will be borne by the consultant.

This tender will be awarded by the Ministry of Finance and Development Planning Procurement Committee. **Bidders must however, note that awarding of this tender will be subject to an agreed contract**

The Ministry also reserves the right to cancel the tenders before submission/opening OR postpone the tender submission/opening dates and to accept/reject any or all tenders without assigning any reasons thereof. The Ministry is not bound to accept the lowest or any bid