

MINISTRY OF FINANCE AND DEVELOPMENT PLANNING

RE-TENDER

INVITATION TO TENDER NO: 09 OF 2024/2025

TENDER FOR SUPPLY AND MANAGEMENT OF FUEL, OIL AND LUBRICANTS FOR THE GOVERNMENT OF LESOTHO VEHICLES.

The Ministry of Finance and Development Planning (MFDP), on behalf of the Government of Lesotho (GOL), invites bids from registered suppliers (oil companies) as defined by Fuel and Services Control Regulation 1999 for supply and management of fuel (petrol, diesel and lubricants) for a 5-year contract.

This shall entail managing and servicing of all Government Fuel Depots in the ten districts of Lesotho and supply of fuel at home-based sites for bulk loading facilities used mainly for emergency purposes and for heavy machinery (yellow plant).

The tender document is obtainable from Procurement Unit 2nd floor room 2004/2005 Finance House during working hours from 0900hrs to 1500hrs. Bidders must purchase the tender at a non-refundable fee of five thousand Maloti (**M5000.00**). The procedure for obtaining the document is as follows.

Option 1: Payment must be made at 2nd floor room 2010 Finance Accounts and receipt will be issued. The issued receipt must be taken to the Procurement Unit where the tender document will be issued.

Option 2: The tender document fee be paid into vote no. 040601 – 143547 in the Revenue Services Lesotho formerly known as LRA banking hall ground floor Finance House where the receipt will be issued. The issued receipt must be taken to the Procurement Unit where the tender document will be issued or download from Ministry of Finance website(www.finance.gov.ls).

Any tender that does not reflect a copy of a valid receipt will be considered null and void and it will automatically be disqualified.

The Tender Document will be obtained from the Procurement Unit from 21 October, 2024

Bidder's Conference

The Ministry will hold a bidders conference on **06 November, 2024 at 10:00am at Ministry of Finance Boardroom.**

There will be compulsory site visits for all ten Government depots on the following dates;

Region	Date	Time
Southern Region(Mafeteng, Mohale's Hoek, Quthing, Qacha's Nek)	18-19 November 2024	10:00am Mafeteng
Central Region (Maseru, Thaba Tseka , Marakabei)	20 November, 2024	09:00am Maseru

Northern Region(Berea, Leribe, Butha Buthe, Mokhotlong)	21-22 November, 2024	10:00am Berea
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REQUIREMENTS AND PRE-REQUISITES

- a) Copy of original receipt for the ITT document
- b) Correct number of responses (one original and 5 copies)
- c) Copy of Tax clearance certificate and Traders Licence certified at source
- d) Copy of letter of approval from Department of Energy oil company certified at source.
- e) Confirmation letter from all Levy collecting agencies (Petroleum Fund, Road Fund and Department of Energy) indicating payment of levies.

Failure to provide any of the mandatory requirements listed above will result in disqualification at evaluation stage.

SUBMISSION

The closing date for the above-mentioned tender is **Tuesday 10 December 2024 at 1200hrs**. Tenders will be opened in the presence of bidders or their representatives who choose to attend at **14:30hrs** on the same day (Tuesday 10 December 2024) at **3rd Floor Ministry of Finance main Boardroom**.

Tenders bearing no identification on the outer envelope should be clearly marked **“TENDER FOR SUPPLY AND MANAGEMENT OF FUEL AND LUBRICANTS TO THE GOVERNMENT OF LESOTHO** and should be deposited in the tender box situated at Finance House , 3rd floor , Government Complex not later than **10 December 2024** on or before **1200hrs**. Tenders should be deposited in one original and five copies in one big envelope. Inside the outer envelope should be two envelopes, one clearly labelled **“Technical proposal”** and the other one **“Financial proposal”**. Please note; the envelope for financial proposal should bear the name of tenderer.

VALIDITY OF BIDS

Tenders must be valid for 90 days from the date of opening.

CONTACT DETAILS

Tenders must bear full name and address (email, physical and postal addresses of the company, full name of contact person for this tender, his/her telephone numbers - both landline and mobile and email address)

ADDITIONAL INFORMATION AND CLARIFICATIONS

Additional information or clarifications of the tender may be requested from the addresses below in writing until Friday 06 December, 2024 after which no more information/clarifications will be provided.

1. Procurement Unit

Ministry of Finance

Email: moipone.ramollo@gov.ls

2. Contracts Management Unit

Ministry of finance

mathabo.mphale@gov.ls

mekhoa.lekhethe@gov.ls