



## TENDER NOTICE

Botswana Oil Limited (BOL) serves as the Botswana Government’s transformation agent in the oil & gas industry and is mandated to ensure the security and efficiency of supply of petroleum products for Botswana, manage state owned strategic fuel reserve facilities, strategic stocks as well as bulk storage and distribution. Wholly owned by the Botswana Government, the entity is also responsible for facilitating the participation of citizen companies in the petroleum sector. Botswana Oil Limited is registered under the Companies Act and started operating in July 2013.

BOL wishes to invite tender offers from well-established and experienced Citizen Contractors registered with Public Procurement Regulatory Authority (PPRA) in the following categories to submit proposals for the below mentioned tenders:

TENDER NUMBER	TENDER DESCRIPTION	PPRA CODES	CLOSING DATE
BOL/RFP/2023-24/30	Provision of Cleaning Services at Botswana Oil Offices in Gaborone and Francistown for a period of 3 years.	<b>Code:132</b> - Cleaning Services. <b>Sub code(s): 01</b> - Building cleaning services (including windows, carpets and others).	26 <sup>th</sup> March 2024 at 1000hrs
BOL/RFP/2023-24/28	Provision of Consultancy Services for the Gap Assessment of the BOL HSSEQ Integrated Operating Management System	<b>Code: 317</b> - Other Consultancy Services <b>Subcode: 01</b> - Management Consultancy Services	19 <sup>th</sup> March 2024 at 1000hrs

**Site Visit:** There shall be a compulsory site visit held for the Cleaning Services tender at the below stated facilities for bidders to familiarize themselves with the sites and for requirements gathering and clarity, on the following dates:

DATE	TIME	VENUE
7 <sup>th</sup> March 2024	09:00am	Gaborone Offices, Located at Plot 54373, Petroleum House, Matante Mews, CBD and Grand Union Office, Located at Plot 54374, Unit 4, Grand Union Building
7 <sup>th</sup> March 2024	11:00am	BOL Gaborone Depot, G-West Industrial Plot 1229, Haile Selassie Road.
7 <sup>th</sup> March 2024	12:00pm	Gaborone Truck Staging Facility, located at Lot 64849 (11633 m2) and Lot 64816 (6760 m2) – Old Lobatse Road in Old Naledi.
8 <sup>th</sup> March 2024	14:00 pm	BOL Francistown Depot, located at Plot 1107, Mmadinare Road, Dumela Industrial

Tender documents will be sent electronically from **0800hrs to 1700hrs** on weekdays with effect from **4<sup>th</sup> March 2024** upon receipt of proof of payment of a non-refundable fee of **BWP 500.00**.

Please note that Youth Owned Companies are required to advance a non-refundable fee of **BWP250.00** to receive the bid documents. Please provide a certified copy(ies) of Identity Documents for the company shareholder(s) as proof.

Bidders are required to make payment to the account below:

**ABSA Bank Botswana**  
 Account Number: **1017833**  
 Branch Number: **290267**  
 REF: (Your Company Name and subject of the tender)

To participate on the above tenders, bidders are to register on the following link:

[https:// www.e-procurement.botswanaoil.co.bw/Account/Login](https://www.e-procurement.botswanaoil.co.bw/Account/Login) and upload proof of payment on the system following the steps below:

>Log in > Tenders > Published Tender > Pay > Select Payment Mode > Attach proof of payments (jpg & jpeg) > Submit

Detailed Bids/Tenders must strictly be submitted through **BOL E-Procurement System**. Late, faxed, emailed and hand delivered tender offers will NOT be considered.

Late tender offers will not be accepted.

Enquiries relating to the issuance of these documents should be addressed to [procurement@botswanaoil.co.bw](mailto:procurement@botswanaoil.co.bw) clearly marked with a reference of the relevant tender as the subject of the email at least **7 days** before the tender closing date.

**Notwithstanding anything in the foregoing, Botswana Oil Limited is not bound to accept the lowest or any offer nor incur expenses in the preparation thereof.**