



## INVITATION FOR PREQUALIFICATION

Botswana Oil Limited (BOL), a company registered under the Companies Act in 2011 and wholly-owned by the Botswana Government serves as the transformation agent in the Oil & Gas industry. The Company 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. Botswana Oil Limited is also responsible for facilitating the participation of citizen companies in the petroleum sector.

Suitably qualified and experienced service providers/developers are invited to submit applications for the below mentioned tender:

TENDER NUMBER	TENDER DESCRIPTION	PROCUREMENT METHOD	TENDER CLOSING DATE
BOL/RFP/2025/26/13	Prequalification for the Provision, Implementation and Support of an E-Procurement System to Botswana Oil Limited.	Open International Bidding	<b>Wednesday, 26 November 2025</b> at 1000Hrs CAT (Central African Time)

This prequalification is the first stage of a two-stage procurement process. Only shortlisted firms will be invited to participate in the subsequent Request for Proposals (RFP).

### 2. Scope Of Services

The Scope of this tender includes but not limited to:

- Provision, implementation and support of a comprehensive e-procurement solution.
- Provision of integration with existing ERP and financial systems.
- Ensure compliance with Botswana's Public Procurement Regulatory Framework.
- Delivery of user training and change management support.
- Provision of hosting (cloud or on-premise) in compliance to cybersecurity and data protection requirements.
- Post-implementation support and system maintenance.

### 3. Eligibility Criteria

Applicants must meet the following minimum criteria:

- Be legally registered and tax-compliant in their country of registration.
- Companies that are domiciled in the Republic of Botswana must be registered with the Public Procurement Regulatory Authority in the following registration code:

Code: 120, ICT Technical Support Services  
Sub code(s): 01, System Development Services & Maintenance Services

- Have at least five (5) years of experience in the development and implementation of e-procurement systems.
- Demonstrate successful implementation of at least three (3) similar projects (eProcurement systems) in large public or private sector organizations governed by international procurement laws and procedures such as those of the European Union (EU), World Bank, Public Procurement Act of 2021 (Botswana) or equivalent.
- Possess adequate financial capacity and technical resources to execute the project.
- Provide evidence of qualified personnel with relevant certifications.
- Hold relevant industry certifications (e.g., ISO 27001, ISO 9001).

4.SUBMISSION REQUIREMENTS	5. PREQUALIFICATION PROCESS	6. SUBMISSION INSTRUCTIONS
Interested firms must submit the following in their proposals : <ul style="list-style-type: none"><li>- Company profile demonstrating their Experience, Staffing and Company operations</li><li>- Company Documentation (certificate of incorporation, tax compliance, Company Ownership, agreements etc).</li><li>- System Profile demonstrating its functionality, Technical Capability, Compliance with International Procurement Standards, User Experience and Accessibility, Training and Support and Costing Structure.</li><li>- Audited financial statements for the past three (3) years.</li><li>- Details of similar projects undertaken, including client references.</li><li>- Technical capability statement and team composition.</li><li>- Certifications and awards (if any).</li><li>- Declaration of non-conflict of interest and litigation history.</li></ul>	Evaluation will be based on Legal and Compliance of the bidders, Relevant Experience, Technical Capability, Financial Strength, Staff Profiles and System Compliance with International Procurement Standards. Only shortlisted firms will be invited to submit detailed proposals in the RFP stage. BOL reserves the right to verify all information submitted and to reject incomplete or non-compliant applications.	All applications must be submitted electronically through the email address <a href="mailto:eprocurement@botswanaoil.co.bw">eprocurement@botswanaoil.co.bw</a> with the email subject "BOL/RFQL/2025-26/01 - Prequalification for the Provision, Implementation and Support of an E-Procurement System to Botswana Oil Limited", on or before the submission deadline.

### 7. Clarifications

Requests for clarification must be submitted in writing to the above email address no later than Monday, 17 November 2025. Responses to requests for clarifications will be shared with all interested parties.

### 8. Disclaimer

Botswana Oil Limited reserves the right to accept or reject any application, and to annul the prequalification process at any time without incurring any liability.

Botswana Oil Limited, Private Bag Box 173, Bontleng  
Plot 54373, Petroleum House Matante Mews  
Central Business District, Gaborone, Botswana



Botswana Oil Limited



**BOTSWANA OIL**  
Your Fuel. Your Future