



### **TENDER NOTICE: 'Pension Fund and Employee Risk Cover brokerage services'**

**Tendering: Reference: RSL/BE/ SCM/ 02/02/2026**

The Revenue Services Lesotho invites interested and qualified suppliers/ companies to submit proposals for "**Pension Fund and Employee Risk Cover brokerage services**". The bidder must be ready to provide the required services upon the award of the tender. All potential Bidders must be in possession of a proven track record and must be licensed for providing services of this nature.

**All bidders must attach certified copies of valid Tax Clearance Certificates, company registration licenses, copy of shareholding certificates, and the most recent annual financial statements for RSL to assess the financial strength and capability of the bidder to carry out the assignment. Bids without these required minimum documents shall be disqualified.**

The detailed Request for Proposal (RFP) document indicating all requirements and specifications shall, upon request, be sent through email from the **18<sup>th</sup> February 2026 @ 10:00 am**. Interested entities shall contact Supply Chain Management office **through the email** stated below.

#### **Terms and Conditions:**

1. Tender documents will be available at a non-refundable tender deposit of **M500.00**.
2. The price quoted in the Bids must be in Maloti/Rand and must include all applicable taxes and duties.
3. The Bids must be submitted not later than **12:00 hours on the 31 March 2026** and they shall be opened same day at **12:30 hours**.
4. Tenders received later than the above-mentioned deadline shall not be accepted.
5. Non- electronic tenders **shall not be accepted**; and
6. Detailed tender packaging and labelling requirements in the Request for Proposal (RFP) must be adhered to or this shall lead to **disqualification**.

#### **1. Important indicative dates:**

Action	Date
Issue RFP	18 <sup>th</sup> February 2026
Pre-bid meeting	12 <sup>th</sup> March 2026@1000hrs (virtual)
Final date to submit written questions only (email format)	17 <sup>th</sup> March 2026
Distribution of questions and answers to all bidders (email format)	20 <sup>th</sup> March 2026
Final date for submission of Bidder proposals in response to the RFP (electronic)	31 <sup>st</sup> March 2026 @ 1200hrs
The public opening of the bids (virtual)	31 <sup>st</sup> March 2026 @ 1230hrs

All tenders/ queries must be addressed to: The Secretary – Tender Adjudication Committee Revenue Services Lesotho at this e-mail address: [supplychainmanagement@rsl.org.ls](mailto:supplychainmanagement@rsl.org.ls)