

# EXPRESSION OF INTEREST

EXPRESSION OF INTEREST FOR SUPPLY OF FUEL/VARIETY OF LUBRICANTS AND FUELING OF BOTSWANA UNIFIED REVENUE SERVICE (BURS) VEHICLES AT VARIOUS FUELING SITES WITHIN WHICH BURS HAS OFFICES AND OPERATIONS

## CONTRACT NUMBER - BURS/EOI/ADM/SER/15/2023/24

The Botswana Unified Revenue Service (BURS) seeks submissions of Expressions of Interest (EOI) from well-established and qualified fuel and lubricants service providers for supply of variety of lubricants and fueling of BURS vehicles at various fueling sites within which BURS has offices and operations areas (as indicated on Table 1).

This call for EOI is intended to identify and pre-qualify fuel and lubricants service providers with the capacity and experience to assist in supplying of fuel/ fueling of BURS vehicles and supply variety of lubricants. The service provider should also demonstrate ability to manage fuel supply through a fuel management system or other alternative solution. To prequalify for invitation to tender solicitation, all companies responding to this call for EOI must submit sufficiently detailed documentation that includes the following:

1. A brief company profile confirming in concise form, the structure of the company and holding companies (where applicable), date of establishment, ownership, and base of operations, experience.
2. Capabilities and experience in providing similar services and similar engagements in the past three (3) years.
3. The service provider shall demonstrate ability to ensure that there is sufficient fuel and lubricants stock on site to meet BURS operations requirements.
4. The service provider must provide proof of distributorship arrangement with a major supplier of lubricant products.
5. Bidders are also required to be registered with the Public Procurement Regulatory Authority (PPRA) for the following Codes (registration shall be verified on the PPRA website):

**Code 214: Petroleum Products**

**Sub-code(s)**

**01 Fuel**

**02 Oil and Lubricants**

List of similar completed service (as per point two (2) above) together with at least three traceable written references.

6. The EOI is reserved for local and citizen companies.
7. Bidders are urged to keep submissions concise.
8. BURS will evaluate the submissions and short-list suppliers to be invited to tender. BURS is not restricted to considering only those who directly respond to this advertisement and reserves the right to invite other known entities for the full tender.
9. Documents should be placed in a sealed envelope clearly marked **"Botswana Unified Revenue Service Supplying of fuel/variety of lubricants and fueling of BURS vehicles - BURS/EOI/ADM/SER/15/2023/24"** and submitted no later than **1000 hours on 10th May 2024** at:  
**Botswana Unified Revenue Service Headquarters, Lot 54379, Eastern Commercial Road, CBD, Procurement Unit, (Motsentsela), South Block, Ground Floor, Gaborone.**
10. Enquiries relating to this issuance may be addressed by email no later than 7(seven) days before closing date to: [procurement@burs.org.bw](mailto:procurement@burs.org.bw).

**TABLE 1; 2024 BURS FUEL POINT LOCATIONS**

GABORONE	RAKOPS
DIBETE	SEHITHWA
MAHALAPYE	GUMARE
PALAPYE	MOHEMBO
SERULE	GANTSI
TONOTA	MAMUNO
FRANCISTOWN	KANG
RAMOKGWEBANA	SEKOMA
TUTUME	HUKUNTSI
MAITENGWE	VERDA
SUA PAN	TSABONG
DUKWI	MIDDLIPITS
NATA	BOKSPITS
KASANE	MAKWATE
GWETA	MACHANENG
MAUN	MARTINS DRIFT
SEROWE	LERALA
LETLHAKANE	BOBONONG
MOPIPI	SELIBE PHIKWE