



**MINISTRY OF ENERGY (MOE)**

**REQUEST FOR PROPOSALS (RFP) FOR THE CONSULTANCY TO UNDERTAKE A  
NATIONWIDE SURVEY TO IDENTIFY UNELECTRIFIED SETTLEMENTS AND  
ASSESS THEIR CHARACTERISTICS**

**RFP NO: MOE/REU/-01/2025/2026**

**4<sup>TH</sup> SEPTEMBER, 2025**

## **SECTION 1**

### **INFORMATION FOR BIDDERS**

#### **1. INVITATION TO BID**

The Ministry of Energy through Rural Electrification (Unit REU) invites proposals from eligible and qualified Consultants to provide with the consulting services **to undertake a nationwide survey to identify un electrified settlements and assess their characteristics**. More details are to be found in the Terms of Reference.

#### **2. INSTRUCTIONS TO BIDDERS**

The bidding document can be obtained electronically or collected at the Ministry of Energy (Procurement Unit) from **12<sup>th</sup> September, 2025 to 24<sup>th</sup> September, 2025**. Submission of the Request for Proposals will be on or before **8<sup>th</sup> October, 2025 at 12:00hrs** noon. All proposals will be opened on the same day of submission **at 14:30hrs** at the Ministry of Energy Department of Energy (DOE) Boardroom.

#### **Submission**

Technical proposals responses must be submitted in **one (1) original and four (4) hard copies** and financial proposal must be in one sealed envelope; Proposals should be deposited in a tender the Ministry's Tender Box situated at the Foyer, **Government Complex, Africa House 3<sup>rd</sup> Floor** Maseru. Both technical and financial proposals must be in one sealed envelope bearing no identification of consultant marked **“CONSULTING SERVICES TO UNDERTAKE A NATIONWIDE SURVEY TO IDENTIFY UN ELECTRIFIED SETTLEMENTS AND ASSESS THEIR CHARACTERISTICS”**.

#### **Timetable:**

The tender process shall be guided by the following indicative dates:

<b>Activity</b>	<b>Dates</b>
<b>RFP Issued</b>	12 September , 2025
<b>Deadline for Obtaining Tender Document</b>	24 September, 2025
<b>Deadline for Questions and Clarifications</b>	1 October, 2025
<b>RFP Close</b>	8 October, 2025
<b>RFP Opening</b>	8 October, 2025
<b>Evaluation Completion</b>	16 October, 2025
<b>Tender Award</b>	21 October, 2025
<b>Contract Signing</b>	5 November, 2025

*The dates in the table shall prevail over any other dates in the document*

### **3. MANDATORY DOCUMENTS**

Bidders must submit the following documents:

- Correct Number of Tender Responses on both first page of technical and financial proposals.
- Commitment in writing that bid price in this response is valid for **90 Days** clearly indicated and attached to the financial proposal.
- Valid Trading License Certified at source
- Valid Tax Clearance Certificate and
- Individuals to submit tax clearance certificate
- VAT Registration Certificate (where applicable)
- Share Certificate
- A company profile
- Proof of residence of the company (provide sub lease or lease or any other relevant document)
- Prove of similar assignment undertaken in the past 10 years support with necessary documentation (e.g. copy of contracts or purchase orders)
- Reference from the institutions served in the 10 past years
- Prove to have registered with the Lesotho Ministry of Finance (IFMIS) or a declaration to be prepared to register once awarded the tender attached to the technical proposal.
- Joint venture must attach their agreement signed by all parties.
- CVs of main personnel
- Proposals should be enclosed with Certificate of Bona fide tendering duly signed by a senior official of the bidding company.

### **4. CONFIDENTIALITY AND PROPERTY RIGHTS**

Due to the nature of this assignment, the Ministry of Energy shall require that documents, reports, findings, and any other information acquired and produced by the consultant during the assignment shall be the property of Government of Lesotho under the proprietorship of Ministry of Energy through Department of Energy (Rural Electrification Unit), and shall not be shared with third parties without the express permission of the Ministry of Energy.

### **5. Clarifications:**

All requests for clarifications and queries on this tender must be addressed in writing to:

**Secretary Procurement Committee – Ms. Makamohelo Mohoebe; mohoebe@yahoo.com**

Offices: Government Complex, Africa House 3<sup>rd</sup> Floor. Not later than 16:00 hours, 16<sup>th</sup> October, 2025.

## **BIDDER PROFILE**

### **6. COMPANY PROFILE**

The firm, joint venture firms, committed parent company should demonstrate complete title of the RFP.

The profile of the company should **clearly and expressly** show and include the following:

- The company and affiliates' physical address.
- The company profile detailing ownership structures and directorships.
- The proposed team for carrying out this assignment with the organogram clearly denoting the team leader and at least two expert members.
- Clearly worded out person(s) of contact with contact details (mailing and physical address, telephone, e-mail); should be no more than 2.
- A statement of similar works successfully executed by the company, joint venture companies or parent company if it will be providing the personnel and expertise for the assignment.
- The statement of similar works should clearly show and provide the description of contract of past work, value of work, date of commencement and completion and the reference details of the employer.

### **7. TEAM PROFILE**

The bidders should provide comprehensive curriculum vitae of the Team Leader and other experts detailing their competencies and experiences.

This must include and expressly:

- Current position in the applicant firm with clearly defined competencies.
- Years of employment in the current and previous firms stipulating calendar years in service from firm to firm.
- Detailed past work profile with defined competencies.
- Reference details of clients worked for.
- Similar projects involved in with timeframes and roles played in the projects.
- Any certifications, professional memberships and educational achievements.

### **8. EXPERIENCE**

The Ministry is looking for a consultant with the following experience profile:

A firm/expert which has conducted or was primarily involved in undertaking assignments of similar nature the past 10 years

#### **Team leader**

- Proven experience managing or supervising teams and energy access projects
- Proven experience managing or supervising teams and energy access projects
- Ability to plan and coordinate large-scale data collection activities
- Familiarity with Lesotho's rural landscape and local government structures
- Strong communication, coordination and reporting skills in official languages

**Data Analyst**

- Proven experience managing or supervising large-scale field data collection
- Familiarity with Lesotho's rural landscape and local government structures
- Proficiency in KoboCollect or equivalent digital data collection systems and GIS tools
- Strong communication, coordination and reporting skills in official language

## **Terms of Reference (ToR)**

### **Consultancy Services for Supervision and Coordination of Constituency-Level Data Collection on Unelectrified Villages in Lesotho**

#### **9. Background**

The Ministry of Energy, through the Rural Electrification Unit (REU), is planning to undertake a nationwide survey to identify unelectrified settlements and assess their characteristics. The survey aims to:

- Establish a geo-referenced database of unelectrified settlements,
- Identify readiness for electrification that is availability of scheme and its registration status and number of villages that make-up a scheme, and
- Support the implementation of NES and other energy access programs.

Enumerators for this survey will be youth recruited from within each constituency in the country, thereby creating local employment and improving field access. The survey team will be made up of four (4) enumerators per constituency, totaling to 320 enumerators. The Ministry has also built internal capacity for data management and the Ministry's data team will be engaged in supervision and validation activities. This supervision team will be made up of ten (10) supervisors, one (1) per district.

#### **10. Objective**

In order to carry out this assignment the Ministry of Energy intends to engage a consultancy firm to provide technical supervision, coordination, preparation of reports and quality assurance for the Rural Electrification Scheme Survey, while working closely with the Ministry's data management team and ensuring high-quality data collection and reporting.

#### **11. Scope of Work**

The consultancy firm will be responsible for:

##### **a. Preparation**

- Development of draft survey methodology and presentation to the Ministry
- Review and incorporate comments from the Ministry and produce final methodology
- Review survey methodology based on the Concept Note and Ministry's inputs
- Collaborate with the relevant officials in the Ministry of Energy to determine important indicators to be addressed by the survey
- Develop survey tools in collaboration with the Ministry's technical team
- Recruit enumerators in close collaboration with the Ministry
- Conduct pre-testing and finalisation of survey tools
- Review and update the tools with feedback from validation and field testing

- Conduct village listing in consultation with Community Councils, chiefs, electrification schemes committees and collaboration with the Ministry's personnel to determine the actual number of unelectrified villages

## **12. Enumerator and Supervisor training**

- Arrange and deliver training for all enumerators and supervisors including practical sessions
- Emphasise ethical conduct, standard definitions and data quality protocols
- Train enumerators and supervisors in the use of KoboCollect or equivalent approved by the Ministry, for digital data collection

## **13. Supervision and Coordination**

- Provide remote and field-based technical oversight to enumerators during data collection.
- Collaborate with the Ministry's data management team for supervision, quality checks and field validations.
- Ensure Ministry supervisors are actively engaged in field monitoring.

## **14. Data Management and Quality Assurance**

- Work with supervisors to monitor and validate incoming data daily.
- Ensure timely error detection and correction
- Maintain regular communication with the Ministry's data team.

## **15. Analysis and Reporting**

- Conduct full data analysis and prepare the final analytical report
- Produce outputs including tables, charts and GIS-based maps/data
- Present preliminary findings to the Ministry for review before finalisation

## **16. Key Deliverables**

- Inception report
- Finalised and tested survey tools
- Training materials and completion report for training activities
- Supervision and bi-weekly progress reports during fieldwork
- Validated and cleaned dataset in alignment with indicators identified in 3(a)
- Final analytical report and recommendations

## **17. Duration**

The consultancy will run for **180 calendar days** from the date of contract signing

## 18. Consultant Requirements

Consultancy members	Qualifications
<b>Team Leader( Key expert)</b>	<ul style="list-style-type: none"> <li>• Master's degree in project management, Development studies, Engineering, or related field or master's degree in philosophy in civil engineering – GIS Focus</li> <li>• Or Post Graduate Diploma in monitoring and evaluation and experience in local governance and decentralization and managing social sector survey research</li> <li>• Or Bachelor's degree in a governance related field with over 15 years' experience leading survey research</li> <li>• Proven experience managing or supervising teams undertaking survey research</li> <li>• Ability to plan and coordinate large-scale data collection activities</li> <li>• Familiarity with Lesotho's rural landscape and local government structures, with demonstrated experience in community council-based analysis and working within decentralised governance frameworks.</li> <li>• Experience leading assignments that advocate for or demonstrate interest in decentralisation, local governance strengthening, and community-based development planning.</li> <li>• Strong communication, coordination and reporting skills in official languages</li> </ul>
<b>Data Analyst ( Key expert)</b>	<ul style="list-style-type: none"> <li>• Master's Degree in statistics or related field</li> <li>• Proven experience managing or supervising large-scale field data collection, particularly in Lesotho and the SADC region, with a strong understanding of logistical, cultural, and operational dynamics.</li> <li>• Familiarity with Lesotho's rural landscape and local government structures, including community council-based analysis, enabling effective stakeholder engagement and localized data interpretation.</li> <li>• Regional experience in data management, with demonstrated ability to handle complex datasets across multiple sectors and geographies</li> <li>• Proficiency in KoboCollect or equivalent digital data collection systems and GIS tools</li> <li>• Advanced skills in data analytics and visualization tools, including R and Power BI, for robust data management, quality assurance, and reporting.</li> <li>• Experience in energy statistics, including data collection, analysis, and reporting on energy access, consumption, and infrastructure.</li> </ul>



	<ul style="list-style-type: none"> <li>• Strong communication, coordination and reporting skills in official languages</li> </ul>
<b>GIS Specialist (key expert)</b>	<ul style="list-style-type: none"> <li>• Master's degree in geographic information systems (GIS), Geoinformatics, or a related field.</li> <li>• Or master's degree in philosophy in civil engineering – GIS Focus</li> <li>• Certification in Esri: Spatial Analysis, Regression analysis, hotspot and outlier analysis, geostatistical interpolation, terrain analysis</li> <li>• Certification in SheCodes</li> <li>• Proven experience in spatial data management and analysis,</li> <li>• Familiarity with Lesotho's rural landscape and local government structures, supporting effective mapping, stakeholder engagement, and spatial planning.</li> <li>• Advanced proficiency in GIS software such as ArcGIS, QGIS, and Google Earth Engine, with demonstrated ability to produce high-quality maps and spatial visualizations.</li> <li>• Proficiency in SQL, Python (pandas, geopandas) for data extraction, geostatistical analysis, remote sensing</li> <li>• Proficiency in spatial data visualization, Raster and Vector, google earth engine, machine learning for spatial data</li> <li>• Proficiency in designing data models, dashboards and use of geospatial mobilise application</li> <li>• Strong understanding of spatial data quality assurance, geospatial database design, and geostatistical methods.</li> <li>• Strong communication, coordination, and reporting skills in official languages.</li> </ul>
<b>Local governance and research specialist (key expert)</b>	<ul style="list-style-type: none"> <li>• PhD in Monitoring and Evaluation and over 5 years' experience in local governance and decentralization</li> <li>• Or Master's or Bachelor's degree in a governance related field + postgraduate qualification in monitoring and evaluation + qualification in project management in governance + over 20 years' experience in Lesotho's local governance and decentralization landscape working with councilors, chiefs, parliamentarians+ proven experience carrying out national surveys in social sectors e.g. health, water, social development etc.</li> </ul>
<b>3 Community mobilization and sensitization non key expert</b>	<ul style="list-style-type: none"> <li>• Over 10 years' experience mobilizing communities in Lesotho working with and through chiefs, councilors, and other governance structures in Lesotho</li> <li>• Over 10 years' experience of Lesotho's decentralization system</li> </ul>

## **19. Logistics and support**

The Ministry will be responsible for:

- Overall oversight

The Consultant will be responsible for:

- Data collection and stationery
- Provision of tablets, power banks and other survey logistics as per the project plan
- Arrangement of all travel, accommodation and communication costs for the survey team
- Data analysis and reporting
- Cover all the costs related to the training and enumerators' remuneration including the participation of the Ministry's team in supervision activities (Daily Subsistence Allowance must be aligned with Government's current structure)

## **20. FINANCIAL PROPOSAL**

Interested consultants are requested to provide detailed costs, including:

- Professional fees
- Allowances for enumerators and supervisors
- Cost for tablets and accessories
- Travel, transport and accommodation costs
- Communications and incidental costs
- Any applicable taxes
- Costs associated with all deliverables
- Full proposal and methodology

### **Currency and taxes**

Bid prices are to be

- a) in Maloti (LSL = ZAR);
- b) inclusive of 15% VAT where applicable
- c) in effecting payment the applicable withholding taxes shall apply 10% for foreign companies and 5% for local companies.

The consultant shall bear all costs associated with or incurred in preparation and presentation of its proposal, including, if applicable, costs incurred for interviews or demonstration

## **21. Payment Structure**

The consultancy firm will be paid based on approved deliverables, according to the following schedule:

- ✓ **Inception Report** – detailing methodology, work plan, and data collection approach **20%** of contract value.
- ✓ **Training delivery** – submission of training materials and completion of enumerator/supervisor training (including KoboCollect or equivalent configuration and pre-testing): **20%**.
- ✓ **Data collection and submission** – delivery of fully validated and cleaned datasets: **25%**.
- ✓ **Preliminary analysis and presentation** – submission of preliminary findings to the Ministry: **15%**.
- ✓ **Final Report and materials** – delivery of the final analytical report, GIS outputs, and any other agreed materials: **20%**.

Payments will only be made upon the Ministry's formal approval of each deliverable.

## **22. Ethics and Data Protection**

The consultant must comply with relevant national laws, including the Lesotho Data Protection Act, and adhere to international ethical standards in the collection, storage, processing and sharing of personal information. All enumerators and supervisors must be trained on informed consent, confidentiality and responsible data handling practices.

## **23. Intellectual Property and data ownership**

All data, analysis, maps, tools, equipment and reports generated under this consultancy will be the sole property of the Ministry of Energy. The consultant shall not use, reproduce or share the data or any derivative outputs without prior written permission from the Ministry.

## **24. Quality standards and performance criteria**

The consultancy is expected to meet the following minimum standards:

- Maintain data entry error rates below 3% after cleaning.
- Submit datasets and reports within agreed timelines.
- Conduct supervision visit per district during data collection.
- Ensure at least 95% response rate.

## **25. Risk management and contingency planning**

The consultant shall include in the inception report a risk management plan, detailing potential risks such as unfavourable weather conditions, accessibility of study areas, etc. and proposed mitigation measures to minimise disruption to the survey

## EVALUATION CRITERIA

### 26. GENERAL EVALUATION CONDITIONS

The tender will be governed according to Lesotho Government Procurement Act 2023. **The award of Tender will not be determined by the lowest price.** The evaluation will be based on:

- Compliance to general tender conditions
- Technical Solution (70 %)
- Price (30 %)

### 27. EVALUATION OF TECHNICAL PROPOSAL

The technical solution will be evaluated using the following criteria and weighting:

Evaluation Criteria	Total Evaluation Points	Score	Remarks
<b>Specific Experience of the consultancy firm relative to the assignment</b>			
• Experience in undertaking the similar assignment; at least 3 assignments in the past 10 years	20		
• 5 years' experience in data collection and analysis	10		
<b>Key Experts competence for the assignment K-1: Team leader</b>			
• Proven experience leading, managing and supervising large-scale survey research including energy sector surveys	5		
• Demonstrated experience in decentralised governance, local government frameworks and/or community council-based analysis.	5		
• Ability to plan, coordinate and manage large-scale data collection activities, including managing teams effectively	5		
• Familiarity with rural landscape, local structure and community engagement in Lesotho	3		
• Strong communication, coordination and reporting skills in official languages	2		
<b>Key Experts competence for the assignment K-2: Data Analyst</b>			
• Proven experience in managing/supervising large-scale field data collection, especially in Lesotho and SADC region	2		

<ul style="list-style-type: none"> <li>• Familiarity with Lesotho's rural landscape and local governance structure, plus regional experience managing datasets across multiple sectors</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Proficiency in KoboCollect or equivalent digital systems and GIS tools for data collection and mapping</li> </ul>	3		
<ul style="list-style-type: none"> <li>• Advanced skills in R, Power BI, and other analytics tools for quality assurance and reporting</li> </ul>	3		
<ul style="list-style-type: none"> <li>• Experience in energy data collection and analysis and reporting (e.g access, consumption, infrastructure)</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Strong communication, coordination and reporting skills in official languages</li> </ul>	1		
<b>Key Experts competence for the assignment K-3: GIS Specialist (key expert)</b>			
<ul style="list-style-type: none"> <li>• Certification in ESRI tools (spatial/regression/geostatistical analysis) and SheCodes or similar upskilling programs</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Proven experience in spatial data management, analysis and spatial planning</li> </ul>	3		
<ul style="list-style-type: none"> <li>• Familiarity with Lesotho's rural landscape and local governance structure for effective mapping and planning</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Advanced skills in ArcGIS, QGIS, Google Earth Engine, producing high-quality maps and visualisations</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Proficiency in SQL, Python (pandas, geopandas), remote sensing, machine learning and geospatial modelling</li> </ul>	2		
<ul style="list-style-type: none"> <li>• Strong communication, coordination and reporting skills in official languages</li> </ul>	1		
<b>Local governance and research specialist (key expert)</b>			
<ul style="list-style-type: none"> <li>• Over 5 years working with councils, chiefs, parliamentarians, demonstrate deep knowledge of Lesotho's local governance landscape</li> </ul>	5		
<ul style="list-style-type: none"> <li>• Proven experience conducting national-level surveys in energy or any other related sectors</li> </ul>	3		
<ul style="list-style-type: none"> <li>• Demonstrated ability to combine M&amp;E methods, governance knowledge and project management in practical assignments</li> </ul>	2		
<b>Community mobilization and sensitization non key expert</b>			

<ul style="list-style-type: none"> <li>Over 10 years' experience mobilising communities in Lesotho through chiefs, councillors and local governance structures</li> </ul>	3		
<ul style="list-style-type: none"> <li>Over 10 years' of experience working within Lesotho's decentralisation system</li> </ul>	2		
<b>Methodology: Adequacy and quality of the proposed methodology and workplan in responding to the Terms of References</b>	10		
<b>Total</b>	<b>100</b>		

The proposal must indicate the preferred candidate among the team members for a Team Leader per evaluation category. Failing which, the evaluation team shall designate the most seemingly qualified member as a Team Leader in that category at its own discretion. If there are more than 3 members, then the proposal must nominate 3 experts to be assessed per evaluation category. The minimum number of evaluation points for the technical proposal is 70%.

**ONLY consultants who have scored 70% and above technically, shall have their Financial Proposals opened.**

## 28. FINANCIAL EVALUATION

The cost evaluation will be carried out by applying the following formula:

- The Bidder with lowest complete price (L), will be awarded 100%
- Bidders with price (P), will be awarded a financial score (F) =  $(L/P) * 100\%$

The financial proposal will be assessed for **comprehensiveness, completeness and reasonableness** and whether it corresponds to the technical proposal.

## 29. BASIS OF AWARD

The award will be based on the **highest ranked consultant** after combining the technical and financial evaluations.

The weights given to the Technical ( $W_T$ ) and Financial ( $W_F$ ) proposals are:

$W_T = 70$ , and  $W_F = 30$

Name of Tenderer	Technical Points $N_T = T * W_T$	Financial Points $N_F = F * W_F$	Total Tender Evaluation Points ( $N_T + N_F$ )	Ranking of Total Tender Evaluation Points

### **30. TENDER AWARD**

This Tender will be awarded by the Ministry of Energy Procurement Committee. Consultants must, however, note that awarding of this tender will be **subject to an agreed contract**.

The Ministry also reserves the right to cancel the tenders before submission/opening of tenders or postpone the tender submission/opening date. The Ministry is not bound to accept the lowest or any bid.

## ANNEXTURE 1

### RETURNABLE DOCUMENTS

The tenderer must complete the following returnable documents:

#### **1. Returnable Documents required for tender evaluation purposes**

	Certificate for authority of signatory
	Record of addenda to tender document
	Curriculum vitae of key personnel
	Experience of tenderer
	Certified copy of Certificate of Incorporation
	Valid Tax Clearance Certificate
	Document of Formation of a Joint Venture (JV) – where applicable
	Certificate of Bona fide tendering
	Signed confidentiality statement
	Signed statement on the absence conflict of interest

#### **2. Returnable Documents that will be incorporated into the contract**

	Work plan
	Curricula vitae of key personnel
	Offer and acceptance
	Contract data provided by the contractor



## ANNEXTURE 2

### RECORD OF ADDENDA TO TENDER DOCUMENTS

We confirm that the following communications received from the Procuring Department before the submission of this tender offer, amending the tender documents, have been taken into account in this tender offer:		
	<b>Date</b>	<b>Title or Details</b>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

Attach additional pages if more space is required.

Signed:

Date

Name:

Position

Tenderer

### ANNEXTURE 3

#### CERTIFICATE OF AUTHORITY OF SIGNATORY

Indicate the status of the bidder by ticking the appropriate box hereunder. The bidder must complete the certificate set out below for the relevant category.

A COMPANY	B PARTNERSHIP	C JOINT VENTURE	D SOLE PROPRIETOR

#### A. Certificate for company

I, \_\_\_\_\_, chairperson of the board of directors of \_\_\_\_\_, hereby confirm that by resolution of the board taken on \_\_\_\_20 Mr/Ms \_\_\_\_\_, acting in the capacity of \_\_\_\_\_, was authorised to sign all documents in connection with this tender offer and any contract resulting from it on behalf of the company.

Chairperson:.....Date.....

As witnesses: -

1. \_\_\_\_\_Date.....  
\_\_\_\_\_  
2. \_\_\_\_\_Date.....  
\_\_\_\_\_  
\_\_\_\_\_

#### B. Certificate for partnership

We, the undersigned, being the key partners in the business trading as \_\_\_\_\_ hereby authorise Mr/Ms \_\_\_\_\_, acting in the capacity of \_\_\_\_\_, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_ and any contract resulting from it on our behalf.

NAME	ADDRESS	SIGNATURE	DATE

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NOTE: This certificate is to be completed and signed by all of the partners. Attach additional pages if more space is required.

### C. Certificate for Joint Venture

We, the undersigned, are submitting this tender offer in Joint Venture and hereby authorise Mr/Ms \_\_\_\_\_, an authorised signatory of the company \_\_\_\_\_, acting in the capacity of lead partner, to sign all documents in connection with the tender offer for Contract \_\_\_\_\_ and any contract resulting from it on our behalf.

This authorisation is evidenced by the attached power of attorney signed by legally authorised signatories of all the partners to the Joint Venture.

Furthermore, we attach to this Schedule a copy of the joint venture agreement which incorporates a statement that all partners are liable jointly and severally for the execution of the contract and that the lead partner is authorised to incur liabilities, receive instructions and payments and be responsible for the entire execution of the contract for and on behalf of any and all the partners.

NAME OF FIRM	ADDRESS	AUTHORISING SIGNATURE, NAME & CAPACITY

### D. Certificate for sole proprietor.

I, ..... hereby confirm that I am the sole owner of the business trading as .....  
\_\_\_\_\_.

Signature: Sole owner: ..... Date: .....

witnesses: -

1. \_ .....Date:.....\_ \_  
-----  
2.....Date.....\_  
-----

## ANNEXTURE 1

### **CERTIFICATE OF BONA FIDE TENDERING**

**Tender No:**.....  
**Due for Return by** .....  
**Subject:**.....

*We hereby certify that the offer made in connection with the above tender is intended to be genuinely competitive. No aspect of the price has been fixed or adjusted by any arrangement with any third party, with the exception of any information attached hereto.*

*In particular:*

- a) the offered price has not been divulged to any person;*
- b) no arrangement has been made with any person that he should refrain from tendering,;*
- c) no arrangement has been made with any person to the effect that we will refrain from bidding on a future occasion;*
- d) no discussion with any person has taken place concerning the details of either's proposed price and;*
- e) no arrangement has been made with any person otherwise to limit genuine competition.*

*We understand that any instances of illegal cartels or market sharing arrangements suspected by the Government of the Kingdom of Lesotho will be referred to the appropriate government agency for investigation and may be subject to appropriate legal action.*

*We understand that any misrepresentations may also be the subject of criminal investigation or used as the basis for civil action.*

*In this Certificate "arrangement" include any transaction, or agreement, private or open, or collusion, formal or informal, and whether or not legally binding.*

***\*Information is/is not attached hereto.***

***Signed:***

***Name and Position:***.....

***On behalf of:***.....  
*(Name of firm/company/organisation).*

***Date:***.....