



REQUEST FOR PROPOSALS

REMUNERATION REVIEW FOR THE PETROLEUM FUND – LESOTHO

REF#: PF/RFP/2026/2027-07

The Petroleum Fund (referred herein as the Fund) is a statutory organisation under the Ministry of Finance and Development Planning, which was established through Legal Notice No. 96 of 1997 under the Finance Order of 1988. The Fund is further delegated, under the Fuel and Services Control (Delegation Notice) Number 32 of 2021, the powers to set the price and time at which Petroleum Products may be adjusted. It is managed by the Board of Directors, while day-to-day activities are administered by the Secretariat, headed by the Chief Executive Officer, and its operations are guided by the Lesotho (Petroleum Fund) Regulations of 2021.

The Petroleum Fund seeks to engage a reputable, qualified, and experienced Human Capital consulting firm to submit proposals to conduct a comprehensive organisation-wide remuneration review to determine whether its current remuneration structure remains internally equitable, externally competitive, appropriate to the responsibilities and complexity of positions within the organisation, and financially sustainable.

Interested, eligible Consultants may obtain the Terms of Reference from the Petroleum Fund by writing to supplier@petroleum.org.ls.

The following timelines shall apply:

Date of Issue	Friday, 2 nd October 2026
Deadline for submission of Questions	Wednesday, 21 st October 2026
Deadline for Submission of Proposals	12:00 pm on Thursday, 12 th November 2026
Public Opening of Technical Proposals	12:15 pm on Thursday, 12 th November 2026

Requests for clarification should be made in writing to the following e-mail address: supplier@petroleum.org.ls.

The Technical and Financial Proposals must be encrypted separately and named **‘Technical Proposal’** and **‘Financial Proposal’**. **Bidders are only required to send the password for the technical proposals. The financial password will be requested upon opening of the financial proposals.** The documents may be sent through email in a password-protected PDF format, with the subject **‘PF/RFP/2026/2027-07, REMUNERATION REVIEW CONSULTANCY FOR THE PETROLEUM FUND – LESOTHO’**, through a file-sharing platform. The link and Technical Proposal password must be emailed to supplier@petroleum.org.ls on the day of proposal submission, between **08:00hrs and 12:00hrs**.