



REPUBLIC OF NAMIBIA

MINISTRY OF INDUSTRIES, MINES AND ENERGY

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DIRECTORATE OF PETROLEUM AFFAIRS REGULATIONS, COMPLIANCE & ECONOMICS DIVISION

Terms of References (TORs)

For The

EXPRESSION OF INTEREST (EOI)

TO APPOINT A COMPANY / PERSON TO COLLECT AND DISPOSE OFF OF CONFISCATED PETROLEUM PRODUCTS IN THE NORTHERN REGIONS (OHANGWENA, OMUSATI AND OSHANA)

1. Background

The Ministry of Industries, Mines and Energy (MIME) hereby invite interested and experienced, Namibian owned companies/ person to submit an Expression of Interest: TO APPOINT A COMPANY / PERSON TO COLLECT AND DISPOSE OFF OF CONFISCATED PETROLEUM PRODUCTS IN THE NORTHERN REGIONS (OHANGWENA, OMUSATI AND OSHANA).

The Ministry conducted stakeholder's engagement meetings with the Directorate of Customs & Excise in Oshakati, Oshikango Chief Inspector of Police, Ohangwena Regional Commander of Namibian Police, the Ohangwena Regional Council and Traditional Authority leadership. Both meetings deliberated on the illegal handling and sales of oil/petroleum products smuggled into Namibia from Angola along the northern border.

The above-mentioned stakeholders requested for the urgent disposal of confiscated thousands of fuel containers, mainly of diesel fuel, currently being stored in plastic containers, tanks and metal storage containers at different Police Stations and State Warehouses in Oshakati, Oshikango and Eenhana. The product poses a great danger to people, properties and the surrounding environment.

Due to the urgency of the matter and the risk posed by the products, the Ministry would like to appoint an entity, company or person to collect, store, transport and possibly reprocess, reuse the fuel and or dispose off in an environmentally friendly manner.

2. OBJECTIVES

- 2.1 The objective is to appoint a suitably qualified entity, company or person who are interested and with resources and the capability to collect, store, transport and disposes off the confiscated petroleum products from Ohangwena, Omusati and Oshana Regions.
- 2.2 To record and report quarterly to the Ministry the quantity of the products collected and how it was disposed.
- 2.3 The company/person will collect the fuel, store, transport and possibly re-process, reuse the fuel and or dispose it off at own cost.

3. EXPECTED RESULT/DELIVERABLES

The company, entity or person is expected to:

- 3.1 Submit a quarterly activity report to the office of Chief Petroleum Inspector, Directorate of Petroleum Affairs, detailing the products type (grade), collection date, quantity and the disposing process used.

4. REQUIREMENTS AND ALL RESPONSES MUST BE ACCOMPANIED WITH:

The company, entity or person should comply with the following requirements:

- 4.1 Be in possession of a used oil permit, granted in terms of Section 2(1) of the Petroleum Products and Energy Act, 1990 (Act 13 of 1990).
- 4.2 Demonstrate the capacity and ability to collect, store, transport and dispose the confiscated fuel in an environmentally friendly manner.
- 4.3 To provide company profile illustrating capability to collect the fuel, store, transport and possibly re-process, reuse the fuel and or dispose it off at own cost
- 4.4 Mandatory Documents in compliance with **Section 50** of the Public Procurement Amendment Act, 2022.

5. TIME FRAME

The successful company or entity will carry out the activity any time as requested by the Ministry and by being notified by the Namibian Police, for three (3) years, renewable, depending on the need and the fuel smuggling situation on the affected regions.

The activity shall be carried out as per the use oil permit granted in terms of Section 2(1) of the Petroleum Products and Energy Act, 1990 (Act 13 of 1990).

6. FINANCIAL IMPLICATIONS

The successful company shall use its own resources to carry out the task of collecting, store, transport and dispose off the confiscated petroleum products. There will be no financial implication to the Ministry of Industries, Mines and Energy.

7. INSTRUCTIONS

Provided you are prepared to comply with the conditions herein, you are invited to submit an Expression of Interest as per the following:

1. Interested companies/person should submit their company profiles and requested Information on or before **26 September 2025**, in sealed envelopes addressed to the Head of PMU: **Procurement Management Unit, Ministry of Industries, Mines and Energy, 6 Aviation Road, Windhoek and to be deposited into the bidding box located at the Ground Floor, Block F1.**
 2. A response to this Expression of Interest will NOT be viewed as a contractual commitment but rather an Expression of Interest in the procurement process, whereby shortlisted candidates in terms of Section 35 (2) of the Public Procurement Act, 2015 (Act No 15 of 2015), will be requested to submit a Request for Proposal (RP)
 3. Enquiries pertaining to this invitation should be directed to: Mr. Nathaniel Musenge; Tel No +264 61 284111. Email: ProcurementManagement@mime.gov.na
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