



Quality Medicines for Malawi

PROCUREMENT NOTICE

PHARMACY AND MEDICINES REGULATORY AUTHORITY

Invitation for Prequalification

PREQUALIFICATION FOR THE SUPPLY OF GOODS AND SERVICES

1. The **Pharmacy & Medicines Regulatory Authority (PMRA)** has budgeted funds for procurement of goods and services in the fiscal year 2024/25, effective 1st April, 2024.
2. PMRA would like to prequalify firms for the supply of goods and services listed in the table below.
3. PMRA will procure the goods and services shown in the following lots from prequalified suppliers in compliance with the Public Procurement and Disposal Act 2017.
4. The procurement shall be through a competitive process in which PMRA will send Request for Quotation (RFQ) Forms to all prequalified suppliers for them to participate in a competitive bidding process from time to time.

LOT NO.	DESCRIPTION OF GOODS & SERVICES
1	Stationery – Office Consumables
2	Laboratory Chemicals and Reagents
3	Motor Vehicle maintenance
4	Air Travel Services.
5	Maintenance of ICT Equipment
6	Supply of Computers and Printers

7	Supply of tyres and batteries
8	Minor works and plumbing
9	Catering services

5. Interested eligible bidders may obtain further information from the Pharmacy & Medicines Regulatory Authority (address below) or to info@pmra.mw or mchingalawa@pmra.mw from 08:00 a.m to 12:00 p.m and 13:00.p.m to 15:00 p.m from Monday to Friday, excluding public holidays
6. Prequalification documents in English shall be obtained from the Procurement Unit at PMRA electronically by email or hardcopy after payment of a non refundable fee of MK10,000. to the following account ;

Account Holder; Pharmacy & Medicines Regulatory Authority (PMRA)
Bank; Standard Bank
Account Number ; 9100002325559
Branch ; Capital City.

7. Applications for prequalification should be submitted in sealed envelopes, dropped into a Tender box at the reception of PMRA by close of business on **Friday , 26th April ,2024** and be clearly marked: **“Application to Prequalify for the supply of goods and services” Indicating the Lot No and description of goods and services for that particular Lot”** addressed as below.
8. Late bids will be rejected.

THE CHAIRPERSON
INTERNAL PROCUREMENT & DISPOSAL COMMITTEE
PHARMACY & MEDICINES REGULATORY AUTHORITY
OFF CHILAMBULA ROAD, NEXT TO MRA DOMESTIC TAXES OFFICE
P.O. BOX 30241
CAPITAL CITY
LILONGWE 3
MALAWI

Cell phone ; 0886640127 / 0991090675