



**Ministry of Water and
Sanitation**



Lilongwe Water Board

REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF PREFORMS AND BOTTLE CAPS

Date of Issue: 30 APRIL 2024

1. The Lilongwe Water Board has budgeted funds for 2024/2025 financial year and intends to apply part of the proceeds for the **Procurement of Supply and Delivery of Preforms and Bottle Caps**.
2. Lilongwe Water Board now invites sealed bids from eligible bidders for the **Supply and Delivery of Preforms and Bottle Caps** as detailed below:

No	Procurement Activity	Procurement Reference Number	Unit of Measure	Quantity	Delivery Period
1	Supply and Delivery of Preforms and Bottle Caps	LWB-GO-PBC-04-RFQ	Each	Various	7-14 Days

3. A complete set of Request for Quotation (RFQ) documents can be collected at **Lilongwe Water Board, Madzi House, Procurement and Disposal Unit (PDU) situated off Likuni Road** from **08:00 to 12:00 and 13:30 to 16:00 hours local time (Monday to Friday)** except on national public holidays.
4. Bidding for the above-listed activities shall be conducted in accordance with Request for Quotation procedures contained in the Public Procurement and Disposal of Assets Law and Public Procurement Regulations, 2020 (Government Notice No.24).
5. Quotations clearly marked **“Supply and Delivery of Plastic Pallets”** must be delivered to the Address given in **6 (a) below at or before Tuesday 07th May 2024 at 10.00 Hours** and late Quotations shall be rejected.

6. The address for submission and opening of bids/quotations are as follows:

(a) Address where bids/quotations will be deposited:

The Chairperson

Internal Procurement and Disposal of Assets Committee

Lilongwe Water Board

Madzi House

Off Likuni Road

P.O. Box 96

LILONGWE

(b) Address where bids/quotations opening will take place:

Main Boardroom

Madzi House, First Floor

Off Likuni Road

LILONGWE