BLANTYRE CITY COUNCIL

REQUEST FOR QUOTATIONS

PROCUREMENT OF BANK PAPERS A4 FOR THE DIRECTORATE OF COMMERCE AND INDUSTRY PROCUREMENT REFERENCE NO.BCC/GOODS/01/11/08

PROCUREMENT TARGET: MEDIUM ENTERPRISES

DATE OF Publication: 9th November, 2026

1. **Blantyre City Council (BCC)** has budgeted funds for the Procurement of Bank Papers A4 for the Directorate of Commerce and Industry.

2. In line with section 37 of Public Procurement and Disposal of Assets Act 2025 and Para.14 of Public Procurement and Disposal of Assets. (Participation by Micro, Small and Medium Enterprises) **MSME Order 2020,** the Council wishes to invite the Medium Enterprises to collect Request for Quotation Documents (RFQ) to submit their quotations to the Council for the delivery of Bank Papers A4 for the Directorate of Commerce and Industry.

3. The Request for Quotation Documents (RFQ) can be collected at Blantyre City Council Civic Centre Offices, Procurement and Disposal Unit (PDU) from 8:00am to 4:30pm on Monday, 9th November 2026 to Friday, 13th November, 2026.

4. Bidding for the procurement of Bank Papers A4 for the Directorate of Commerce and Industry shall be conducted in accordance with Request for Quotation procedures contained in the Public Procurement and Disposal of Assets Law and Public Procurement Regulations, 2026 (Government Notice No.78).

5. Quotations clearly marked "Bank Papers A4 for the Directorate of Commerce and Industry" must be delivered to the Address at (7) below at or before Friday 13th November 2026 at **16.00 Hours** and late Quotations shall be rejected.

6. ***Blantyre City Council shall priotise the submitted quotation in line with Section 62 (11) of the Public Procurement and Disposal of Public Assets Act 2025.***

7. **Address for submission of Quotations is:**

The Chairperson

Internal Procurement and Disposal Committee

Blantyre City Council

Private Bag 67

Blantyre