



BLANTYRE CITY COUNCIL

REQUEST FOR QUOTATIONS

**PROCUREMENT OF MASTER ROLLS (DUPLO DRA216) AND BLACK INK D24 FOR
XEROX COPY PRINTER FOR PRINTING SECTION**

PROCUREMENT REFERENCE NO.BCC/GOODS/01/03/35

PROCUREMENT TARGET: MEDIUM ENTERPRISES

DATE OF Publication: 28 March, 2025

- 1. Blantyre City Council (BCC) has budgeted funds for the Procurement of Master Rolls (Duplo DRA216) and Black Ink D24 Xerox Copy Printer for Printing Section.**
- 2. In line with section 36 of Public Procurement and Disposal of Assets Act 2017 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 Procurement of Master Rolls (Duplo DRA216) and Black Ink D24 Xerox Copy Printer for Printing Section.**
- 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 Friday 28 March 2025 to Monday, 31 March, 2025.**
- 4. Bidding for the Procurement of Procurement of Master Rolls (Duplo DRA216) and Black Ink D24 Xerox Copy Printer for Printing Section 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 “Procurement of Master Rolls (Duplo DRA216) and Black Ink D24 Xerox Copy Printer” must be delivered to the Address at (7) below at or before Monday, 31 March 2025 at 10.00 Hours and late Quotations shall be rejected.**
- 6. Blantyre City Council shall prioritise the submitted quotation in line with Section 44 (10) of the Public Procurement and Disposal of Public Assets Act 2017 and the circular issued by the Public Procurement and Disposal of Assets Authority (PPDA) on 1st July, 2019. Please take note that all indigenous Black Malawian shall enjoy 20% margin of preference.**

7. Address for submission of Quotations is:

The Chairperson
Internal Procurement and Disposal Committee
Blantyre City Council
Private Bag 67
Blantyre