BLANTYRE CITY COUNCIL

REQUEST FOR QUOTATIONS

PROCUREMENT OF STATIONERY FOR CONTRACT DOCUMENTS FOR CIVIL AND BUILDING PROJECTS IN BLANTYRE CITY PROCUREMENT REFERENCE NO.BCC/GOODS/01/11/12

PROCUREMENT TARGET: MEDIUM ENTERPRISES

DATE OF Publication: 20th November, 2026

1. **Blantyre City Council (BCC)** has budgeted funds for the Procurement of Stationery for Contract Documents for Civil and Building Projects in Blantyre City.

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 Stationery for Contract Documents for Civil and Building Projects in Blantyre City.

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, 20th November 2026 to Tuesday, 24th November, 2026.

4. Bidding for the procurement of Stationery for Contract Documents for Civil and Building Projects in Blantyre City 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 "Stationery for Contract Documents for Civil and Building Projects in Blantyre City" must be delivered to the Address at (7) below at or before Tuesday 24th 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