



**BLANTYRE CITY COUNCIL**

**REQUEST FOR QUOTATIONS**

**PROCUREMENT OF OFFICE EQUIPMENT FOR MWSP-1 SUPPORT TEAM**

**REFERENCE NO. BCC/GOODS/01/09/10**

**PROCUREMENT TARGET: MEDIUM ENTERPRISES**

*DATE OF Publication: 4<sup>th</sup> September, 2024*

1. **Blantyre City Council (BCC)** has budgeted funds for procurement of office equipment for mwsp-1 support team
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 for procurement of office equipment for mwsp-1 support team
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 Tuesday, 4 September 2024 to Monday, 9 September, 2024.**
4. Bidding for office equipment for mwsp-1 support team 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 office equipment for mwsp-1 support team”** must be delivered to the Address at (7) below at or before **Monday, 9 September, 2024 at 16.00 Hours** and late Quotations shall be rejected.
6. **Address for submission of Quotations is:**

The Chairperson

Internal Procurement and Disposal Committee

Blantyre City Council

Private Bag 67

Blantyre