



BLANTYRE CITY COUNCIL

REQUEST FOR QUOTATIONS

**PROCUREMENT OF HAND NUMBERING MACHINES (NUMEX) AND NT CUTTER BLADES
FOR THE PRINTING SECTION**

PROCUREMENT REFERENCE NO. *BCC/GOODS/01/02/33*

PROCUREMENT TARGET: SMALL ENTERPRISES

DATE OF Publication: 22nd February, 2024

- 1. Blantyre City Council (BCC)** has budgeted funds for the Procurement of Hand Numex Numbering Machines and NT Cutter Blades for Printing Section.
- 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 Small Enterprises to collect Request for Quotation Documents (RFQ) to submit their quotations to the Council for the supply and delivery of Hand Numbering Machines and NT Cutter Blades for the Printing Section.
- 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 Thursday, 22nd February 2024 to Tuesday, 27th February, 2024.**
- Bidding for the procurement of Hand Numbering Machines and NT Cutter Blades 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).
- Quotations clearly marked **“Supply and Delivery of Hand Numbering Machines (Numex) and NT Cutter Blades”** must be delivered to the Address at (7) below at or before **Tuesday 27th February 2024 at 16.00 Hours** and late Quotations shall be rejected.
- Blantyre City Council shall priotise 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 indigenou 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