



**REPUBLIC OF MALAWI**

**MINISTRY OF LOCAL GOVERNMENT, UNITY AND CULTURE**

**NATIONAL COMPETITIVE BIDDING**

*DATE OF ISSUE: 26<sup>th</sup> January, 2024*

**INVITATION FOR BIDS FOR THE SUPPLY AND DELIVERY OF 2 MOTOR VEHICLES**

1. **Ministry of Local Government, Unity and Culture (MOLGUC)** has budgeted funds in the financial year 2023-24 to be used for procurement of motor vehicles.
2. The Chairperson Internal Procurement and Disposal of Assets Committee of MOLGUC now invites sealed bids from Qualified eligible bidders for the supply and delivery of motor vehicles as follows;

| <b>Lot</b> | <b>Description</b>                            | <b>Reference Number</b> | <b>Delivery Period</b> |
|------------|---|-------------------------|------------------------|
| 1          | Supply and delivery of 4x4 double cab pick up | MOLG/RFB/MV/24/01       | 60 Days                |
| 2          | Supply and delivery of Saloon motor vehicle   | MOLG/RFB/MV/24/02       | 60 Days                |

3. Bidding will be conducted in through National competitive bidding (NCB). Procedures specified in accordance with the Public Procurement Law and Regulations of the Government of the Republic of Malawi
4. Bidding is open to all interested and eligible bidders
5. Interested eligible bidders may obtain further information and inspect the Bidding Documents at the address shown in **8(a)** below from **08:00 am to 12:00 am** and **14:00 pm to 16:00 pm** Monday to Friday, except public holidays.
6. A complete set of Bidding Documents in English is available in soft copy only and free of charge.
7. Bids clearly marked; "Supply and delivery of motor vehicles" must be delivered to the address shown at 7 (b) below at or before **15:00 hours on Monday 24<sup>th</sup> February, 2024**. **All Bids must be accompanied by a Duly Signed Bid Securing Declaration Form**. Late bids shall be rejected. Bids will be opened in the presence of the bidders or their representatives who choose to attend at the address shown at 7 (b) below on **Monday 24<sup>th</sup> February, 2024 at 15:00 hours**.

8. (a) **Address for inspection, clarification, and collection;**  
**Ministry of Local Government, Unity and Culture,**  
**Procurement and Disposal Unit,**  
**Capital Hill,**  
**Room 25**  
**P.O. Box 30312,**  
**Lilongwe 3.**  
**Contact details:- Phone 0888 559332**

*Email: fmthikira@yahoo.co.uk*

- (b) **Address for submission:**  
**The Chairperson**  
**Internal Procurement Disposal Committee**  
**Ministry of Local Government, Unity and Culture,**  
**Procurement and Disposal Unit,**  
**Capital Hill,**  
**P.O. Box 30312,**  
**Lilongwe 3.**

**All bids should be deposited in a Tender Box marked; "Tender for supply and delivery of motor vehicles" placed at the Entrance of the PDU.**

- (c) **Address for Opening of bids will be done at**  
**Ministry of Local Government, Unity and Culture, Conference Hall**

**Signed**

**The Chairperson**

**Internal Procurement and Disposal Committee**

**Ministry of Local Government, Unity and Culture**