



Republic of Malawi

Accountant General's Department

Invitation for Bid

- IFB Title** : Supply, Delivery of Various Items and Provision of Services and minor works under Framework Contract for the 2026/2027FY
- IFB Number** : AGD/2026-2027FY
- Procurement Method** : Open Tender – National Competitive Bidding (NCB)
- Targeted Bidders** : Small & Medium Enterprises
- Issue Date** : 20th March, 2026.

1. The Accountant General's Department- (AGD) has budgeted resources in the 2026-2027 Financial Year towards the cost of implementing various programs, and it is intended that part of the proceeds of these funds be applied to eligible payments under the contract for supply, delivery of various Items and provision of services and minor works under Framework Contract for the 2026/2027 financial year.

2. The Chairperson, Internal Procurement and Disposal Committee of the Accountant General's Department now invites sealed bids from eligible and qualified suppliers for the supply, delivery of various Items and provision of services and minor works under Framework Contract as shown below;

Ser. No	Description Of Goods and Related Services	Reference. Number	Site
1	Provision of Security Services	AGD/SS/26-27/01	Accountant General's Department
2	Provision of Cleaning services	AGD/CS/26-27/02	Accountant General's Department
3	Provision of Hot meals	AGD/HM/26-27/03	Accountant General's Department
4	Provision of Maintenance Services, Repair, and Spares for Fire Suppression, Hydrants, Fire Extinguisher, and Fire Alarm Equipment	AGD/FS/26-27/04	Accountant General's Department
5	Provision of Landscaping services	AGD/LSS/26-27/05	Accountant General's Department
6	Provision of Closed Circuit Television (CCTV) Cameras, and Biometric Access Control System repairs, spares and services	AGD/CCTV/26-27/06	Accountant General's Department
7	Provision of Air conditioners and Refrigeration repairs, spares and services	AGD/AIRCON/26-27/07	Accountant General's Department
8	Provision of Motor Vehicle and Motor cycle Repair & Services	AGD/MRS/26-27/08	Accountant General's Department
9	Supply and delivery of Tyres, Tubes and batteries	AGD/TTB-MS/26-27/09	Accountant General's Department
10	Supply and delivery of Office Stationery and Toners	AGD/OST/26-27/10	Accountant General's Department
11	Provision of Maintenance Services, Repair, and Spares for Four Units of Schneider Electric Uniflair Precision	AGD/PAC/26-27/11	Accountant General's Department

	Cooling Units in the data centre-		
12	Provision of Plumbing Maintenance works	AGD/PLU/26-27/12	Accountant General's Department
13	Provision of General Minor Works Office Maintenances	AGD/GMW/26-27/13	Accountant General's Department

3. Bidding will be conducted in accordance with the **Open Tendering Procedures** contained in the **Public Procurement and Disposal of Asset Act (2025) and Regulations of the Government of the Republic of Malawi** and is open to all qualified and eligible bidders.
4. Interested eligible bidders may obtain further information or inspect bidding documents at the address given below in **paragraph 10 (a)**. Inspection can be done during office hours from **8:00-16:00 hours** local time from **Monday to Friday except public holidays** Inspection of the bidding documents may be done from **8:00 to 12:00- 1300 to 1600 hrs. (Monday to Friday)**, except national public holidays.
5. A complete set of bidding documents in English may be purchased by interested bidders at the address below in **paragraph 10 (b)** and upon payment of a non-refundable fee of **MK10,000.00 (Ten Thousand Malawi Kwacha only)**.
6. Mandatory site inspection for all prospective bidders for contract No 2,4,5,6,7,11,12 & 13 shall be conducted from **25th – 26th March, 2026** and **1st - 2nd April, 2026** from **10:00 Hours to 14:30 Hours** in all the days. **Bidders must sign a site visit certificate provided by the Procurement and Disposal Unit – (PDU)**

7. Bids in sealed envelopes and **clearly marked with the tender number** must be delivered at the address given below in paragraph 10 (c) on or before **Thursday, 9th April, 2026 10:00 hours** (local time). Late bids will be rejected and shall be returned to the owners unopened. All bids must be accompanied by a **Bid Securing Declaration**.

8. Bids will be opened in the presence of the bidders' representatives, who choose to attend in person at the address in 10 (d) below at **Thursday, 9th April, 2026 10:00 hours** (local time).

9. The Accountant General Department reserves the right to reject any or all bids

10. The addresses referred to the above are;

a) For Inspection /Collection of the bids

Accountant General Department,
Procurement & Disposal Unit,
Ground Floor, Room No 10
P.O. Box 30140,
Capital Hill,
Lilongwe 3.
Malawi.

b) For Payment of Non Refundable Fee

Accountant General Department
Cash Office, Second Floor, Room No 86
P.O. Box 30140,
Lilongwe 3.
Malawi

c) For Bid Submission

The Chairman,
Internal Procurement and Disposal Committee,
Accountant General Department,
Ground Floor, Tender Box placed at the entrance
Capital Hill
P.O. Box 30140,
Lilongwe 3.
Malawi

d) For Bid Opening

The Chairman,
Internal Procurement and Disposal Committee,
Accountant General Department,
First Floor, Conference Room- Number 40
Capital Hill
P.O. Box 30140,
Lilongwe 3.
Malawi

The Chairperson, Internal Procurement and Disposal Committee,
Accountant General's Department