



## INVITATION FOR BIDS

### SUPPLY AND DELIVERY OF FURNITURE

DATE OF ISSUE: 4<sup>TH</sup> OCTOBER 2024

Procurement Ref. No: MUBAS/FURNITURE/10/2024

1. Malawi University of Business and Applied Sciences (MUBAS) has budgeted resources in the 2024/25 financial year towards procurement of Furniture under Open Tendering Procurement Method.
2. The Chairperson of MUBAS Internal Procurement and Disposal Committee (IPDC) now invites sealed bids for Furniture as indicated in the tender document. Bidders are free to bid for one, both or any combination of Lots.
3. Bidding will be conducted through National Competitive Bidding (NCB) and in accordance with open procedures contained in the Public Procurement and Disposal of Assets Act No. 27, 2017 and its subsidiary legislation and is open to all eligible bidders.
4. Interested bidders may obtain further information and inspect bidding documents at the following address during working days from **8:00am** to **4:00pm** from the **MUBAS Procurement and Disposal Department, Private Bag 303, Chichiri, Blantyre 3**.
5. A complete set of bidding documents in English may be purchased from the MUBAS Cashier's office in the Finance Department upon payment of a non-refundable fee of K7, 000.00. Bidders should then collect their copies of bidding documents from the Procurement and Disposal Department after presenting a receipt as proof of payment. The method of payment shall be Bank Deposit using the following bank details:

Account Name : **Poly Main**  
Account Number : **737356**  
Bank : **National Bank, Chichiri Branch**

6. Sealed bids clearly marked **“Supply and Delivery of Furniture”** must be deposited in the tender box at the MUBAS Porters Lodge to the address below. This should be before or at **9:00am** Malawian time on **4th November, 2024** and this shall also mark the opening time for bids where bidders or their appointed representatives shall be free to attend. MUBAS is not bound to accept the lowest or any tender. Late bids shall be rejected.

**The Chairperson**  
**MUBAS Internal Procurement and Disposal Committee**  
**Private Bag 303, Chichiri,**  
**BLANTYRE 3**