



**The Republic of Malawi
MINISTRY OF HEALTH
(GLOBAL FUND/GAVI - PIU)**

REQUEST FOR PROPOSAL NOTICE

Tender Name:

**PROPOSAL FOR READY REQUIREMENTS FOR MICROSOFT BUSINESS CENTRAL
IMPLEMENTATION**

Procurement Ref. No. MOH/NCB-RFP/GF/C19RM/2025/013

1. The Government of Malawi through the Ministry of Health, has been receiving support from the Global Fund since 2003. The Ministry of Health (MOH) is the public sector Principal Recipient (PR) of the Global Fund Grant. In order to effectively administer and manage the grant, the Ministry established a Program Implementation Unit (PIU) to undertake some of the functions of the Principal Recipient in the implementation of the Global Fund Grant. The Ministry would like to use some of the funds under this grant to outsource consultancy services for Ready Requirements for Microsoft Business Central Implementation as part of its supply chain digitalization. The Ministry of Health -PIU now invites eligible bidders to submit proposals for the Ready Requirements for Microsoft Business Central Implementation.
2. Bidding will be conducted in accordance with the National Competitive Bidding (NCB) procedures specified in the Public Procurement and Disposal of Assets (PPDA) Act 2025 and its Public Procurement Regulations 2020 of the Republic of Malawi.
3. A detailed bidder qualification requirement and evaluation criteria can be found in the bidding Document for this tender process.
4. A complete set of the Bidding document in the English language may be purchased by interested bidders upon payment of a non-refundable fee of **MK10,000.00 (Ten Thousand Kwacha only)**. The method of payment will be cash or bank certified cheque. The bidding documents can be purchased at the address below from **26th June 2025, 9:am to 3:30 PM**.

Ministry of Health (CHSU – GLOBAL FUND PIU) – Global Fund Finance Office, EPI Building 3rd Floor, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi.

5. Bids must be delivered by depositing the package in the tender box located on the – ground floor EPI BUILDING, **Global Fund/GAVI – PIU, CHSU- Ministry of Health, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi**, no later than **11th July 2025**,

at 10:00 AM local time. Technical proposals and financial proposals should be submitted in separate envelopes. Late bids will be rejected.

6. A public bid opening event will be held soon after the closing period of the receipt of bids. Bidders or their representatives who wish to attend in person are welcome to participate. Further information can be found in section two (2) of the Bidding Document.

For **clarification purposes** only, the Procuring Entity's address is:

Attention: **Procurement Specialist**

Floor/Room number: **EPI Building, Third Floor,**

Street Address: **Off Mtunthama Drive, CHSU Area 3**

Town/City: **Lilongwe**

Country: **MALAWI**

Eligible bidders may obtain further information from the Global Fund PIU Procurement Department by writing to the following email addresses: piuprocurement@mohpiu.com

**The Chairperson,
Internal Procurement and Disposal Committee (IPDC)
Ministry of Health**