



RESERVE BANK OF MALAWI

INVITATION TO BID (ITB)

Supply of Motor Vehicles.

NATIONAL COMPETITIVE BIDDING

Date of issue: 8 May 2025

Procurement Reference Number: RBM/ADMIN/10/2025

1. The Reserve Bank of Malawi (the Bank) intends to engage an eligible firm to supply Pool Motor Vehicles. The Bank now invites sealed bids from eligible bidders as follows;

Lot No	Description	Quantity	Unit of Measure
1	26 - 30-Seater Minibus;	1	Each
2	4 X 4 Double Cabin Pickup	2	Each
3	5-Seater Sedans	4	Each
4	7-Seater SUV	1	Each
5	14-Seater High Roof Minibus	1	Each
6	Off Road 10-Seater 4 X 4 Wagon	1	Each
7	Hardtop, 13-Seater 4x4 Station Wagon	1	Each

2. Bidding will be conducted in accordance with Open Tendering Procedures under **National Competitive Bidding (NCB)** contained in the Public Procurement and Disposal of Assets Act, 2024 of the Government of Malawi, and is open to all interested bidders.
3. Bidders may obtain further information and inspect the Bidding Documents from the Procurement and Stores Department at the address shown in 6(a) below from **08:00 to 11:30 and 14:00 to 16:00 hours from Monday to Friday**, except public holidays.

4. A complete set of Bidding Document in **English** may be obtained for free from the address shown in 6(a) below from Monday to Friday except on public holidays.
5. Bids clearly marked “*Tender for Supply of Pool Motor Vehicles.*” should be delivered to the address shown in 6(b) below on or before **4 June 2025 at 10:00 Hours**. Bids will be opened in the presence of the bidders’ representatives who may choose to attend at the address shown in 6 (c) below on **4 June 2025 at 10:00 Hours**. Late bids shall be rejected.
6. (a) Address for inspection, clarification and collection of bidding documents:

Reserve Bank of Malawi
Business Reception
Convention Drive,
Lilongwe

- (b) Address for submission of bids:

The Chairperson,
RBM Internal Procurement and Disposal Committee,
P.O Box 30063,
Lilongwe,
Malawi.

- (c) Address for Bid Opening:

Reserve Bank of Malawi,
Floor 5, Auditorium,
Lilongwe,
Malawi.

Chairperson
RBM Internal Procurement and Disposal Committee