



GOVERNMENT OF THE REPUBLIC OF MALAWI

MINISTRY OF EDUCATION

PRE - QUALIFICATION OF CONTRACTORS ON COMPLETION OF GIRLS' HOSTELS CONSTRUCTION WORKS AT NYAMADZERE SECONDARY SCHOOL IN NSANJE, UTALE CDSS IN BALAKA, KHUNGA CDSS IN NKHOTAKOTA, MT. VIEW CDSS IN THYOLO, MACHINGA SECONDARY SCHOOL IN MACHINGA AND MICHEZI CDSS IN PHALOMBE

NATIONAL COMPETITIVE BIDDING

- 1.0** The Government of Malawi through the Ministry of Education has budgeted funds for the completion of construction works at Nyamadzere Secondary School in Nsanje, Utale CDSS in Balaka, Khunga CDSS in Nkhotakota, Mt. View CDSS in Thyolo, Machinga Secondary School in Machinga and Michesi CDSS in Phalombe..
- 2.0** The Ministry of Education now invites sealed bids from eligible bidders who are currently registered with the National Construction Industry Council (NCIC) of Malawi in **Five Hundred Million** Malawi Kwacha Category and above (Buildings).

3.0 QUALIFICATION CRITERIA

Interested contractors are therefore requested to submit the following information;

3.1 *Evaluating Criteria*

3.1.1 Administrative Compliance Information

Failure to submit any information in this sub-section will lead to disqualification.

3.1.1.1 Copies of original documents defining legal status of the contractor like Business Registration Certificate.

3.1.1.2 Principle place of Business

- 3.1.1.3 National Construction Industry Council (NCIC) current Registration Certificate in the Five Hundred Million Malawi Kwacha Category and above (Buildings);
- 3.1.1.4 Written Power of Attorney of the signatory to commit the contractor;
- 3.1.1.5 Authority to seek reference from the contractors' banks;
- 3.1.1.6 Certificate and/or letter from the Malawi Revenue Authority with TPIN or relevant approved Tax Authority, indicating tax payment compliance.

3.1.2 Technical Compliance Information

In evaluating the submissions, contractors will be assessed on the following;

- 3.1.2.1 The amount of credit facility available must exceed the equivalent of MK200 million.
- 3.1.2.2 Experience as a Main Contractor, Joint Venture Member, Management Contractor and Sub-Contractor for the construction of at least similar facilities which should be within the last five years (to comply with this requirement, works cited should be at least 80% complete) with a certifying letter from the supervisor/client.
- 3.1.2.3 Average annual turnover of MK One Billion or equivalent over the past five years supported by documents of projects which contributed to the turnover.
- 3.1.2.4 Provide details of major projects undertaken in the past five years and work under way or contractually committed and clients who may be contacted for further information of those contracts.
- 3.1.2.5 List of major items of construction plant and equipment owned or to be hired and are available for use on this contract.
- 3.1.2.6 Qualification and experience of key management staff including period worked. All key personnel must have at least 5 years appropriate experience:

- Managing Director;

- Projects Manager

3.1.2.7 List of names of technical personnel specially proposed for this project attaching their signed CVs, to include all proven minimum technical qualifications, experience and registration with relevant professional bodies:

- Contracts Manager, with a Degree in Construction related discipline and at least 10 year's experience;
- Site Agent/Engineer with a Degree as a minimum qualification in a relevant construction course and at least 5 years experience;
- Quantity Surveying Officer/Estimator with a Degree as a minimum qualification or equivalent with appropriate qualifications and at least 5 years experience;
- Trades Foremen with a 10 years experience holding relevant practical trade testing Certificates.

3.1.2.8 Information regarding any Litigation, current or during the last five years in which the contractor is involved, the parties concerned and disputed amount. Failure to disclose information at this point, when known at any point, would render disqualification and/or contract disqualification. The Employer would have the right to discontinue the contractual relationship.

3.1.2.9 Preliminary programme on how the project can be delivered within 30 weeks.

4.0. Mode of Submission

Bid documents must be deposited into a *Tender Box* before **10:00hrs local time on 18th October, 2024, after registration in Room 71**, with following submission details:

The documents should be clearly labelled "**Pre-qualification of Contractors on completion of construction works in various secondary schools**" and addressed to

The Chairperson,
Internal Procurement and Disposal of Asset Committee
Ministry of Education
1st Floor near Conference Room
Private Bag 328
Capital Hill
Lilongwe, Malawi

5.0. For any enquiries please contact the following: Telephone: +265998560171/ +265995 554 448/+265 1 789 153

E-mail: procurement@education.gov.mw/kvchiphiko@education.gov.mw
/issa.suwedi@education.gov.mw

- 6.0. Late bids will be rejected and returned unopened. Bidders and/or their representatives and members of the general public may attend the opening of the bids at 10:00Hours local time on 18th October, 2024.
- 7.0. Bids will be evaluated in accordance with the Public Procurement and Disposal of Assets Act of 2017.
- 8.0. Participation is open to all eligible bidders.
- 9.0. Only shortlisted Contractors shall participate in the final stage.

SIGNED
INTERNAL PROCUREMENT AND DISPOSAL OF ASSET COMMITTEE CHAIRPERSON
MINISTRY OF EDUCATION