



RESERVE BANK OF MALAWI

INVITATION TO BID (ITB)

**DESIGN, SUPPLY, AND INSTALLATION OF AUTOMATIC ACCESS
CONTROL CIRCULAR BOOTHS AT THE RBM BLANTYRE BRANCH**

INTERNATIONAL COMPETITIVE BIDDING

Date of issue: 19 June 2025

Procurement Reference Number: RBM/BT/ADFM/01/2025

1. The Reserve Bank of Malawi (the Bank) intends to engage an eligible firm to design, supply, and install five security access control circular booths to replace the existing manual square mantraps at its Blantyre Branch. The Bank now invites sealed bids from eligible bidders as follows;

No.	Description	Procurement Reference No	Mandatory Prebid Site Inspection Date	Place
1	Design, Supply, and Installation of Automatic Access Control Circular Booths at the RBM Blantyre Branch	RBM/BT/ADFM/01/25	Thursday 3 rd July 2025 at 10:00 am	RBM Blantyre Branch

2. Bidding will be conducted in accordance with Open Tendering Procedures under **International Competitive Bidding (ICB)** contained in the Public Procurement and Disposal of Assets Act, 2025 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** by interested bidders from the address shown in 6(a) between **8:00 am and 11:00 am** from Monday to Friday except on public holidays.
5. Bids clearly marked “*Tender for Design, Supply, and Installation of Automatic Access Control Circular Booths at the RBM Blantyre Branch*” should be delivered to the address shown in 6(b) below on or before **22 July 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 **22 July 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,
Malawi
Email: procurement@rbm.mw

- (b) Address for submission of bids:

The Chairperson,
RBM Internal Procurement and Disposal Committee,
P.O Box 30063,
Lilongwe,
Malawi.
Email: procurement@rbm.mw

- (c) Address for Bid Opening:

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

Chairperson
RBM Internal Procurement and Disposal Committee