



**GOVERNMENT OF THE REPUBLIC OF MALAWI
MINISTRY OF EDUCATION**

**PRE - QUALIFICATION OF CONTRACTORS ON CONSTRUCTION OF
A RESOURCE CENTER FOR INCLUSIVE EDUCATION AT THE
LILONGWE DEMONSTRATION SCHOOL IN LILONGWE**

NATIONAL COMPETITIVE BIDDING

- 1.0** The Government of Malawi through the Ministry of Education has budgeted funds for the Construction of a Resource Center for Inclusive Education at Lilongwe Demonstration School in Lilongwe. Identification of construction contractors shall follow a two staged procurement process commencing with prequalification of interested contractors.
- 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 from **K1 billion Category (Buildings)**.
- 3.0** Evaluating Criteria
 - 3.1.1** Administrative Compliance Information

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

 - Business Registration Certificate;
 - Valid NCIC Registration Certificate in the K1 billion Category (Buildings).
 - Valid Tax Clearance Certificate and/or letter from the Malawi Revenue Authority with TPIN or relevant approved Tax Authority, indicating tax payment compliance;
 - Principle place of Business, Articles & Memorandum of Association;
 - Written Power of Attorney of the signatory to commit the contractor;
 - 3.1.2** Technical Compliance Information

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

- The amount of credit facility available must exceed the equivalent of MK100 Million;
- Experience as a Main Contractor, Joint Venture Member, Management Contractor and Sub-Contractor for the construction of at least similar works which should be within the last five (5) years. To comply with this requirement, works cited should be at least 50% complete, with a certifying letter from the supervisor/client;
- Average turnover of MK500 Million or equivalent over the past five years supported by documents of projects which contributed to the turnover;
- Provide details of major projects undertaken in the past five years including that for Ministry of Education, if any, and work under way or contractually committed and clients who may be contacted for further information of those contracts;
- List of major items of construction plant and equipment owned (provide copies of blue books) and are available for use on this contract;
- 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.
- Qualification and experience of key management staff including period worked. All key personnel must have at least 3 years appropriate experience;
- List of names of technical personnel specially proposed for this project attaching their CVs, to include all proven minimum technical qualifications, experience and registration with relevant professional bodies;
 - *Contracts Manager*: Degree in Construction related discipline and at least 7 years' experience;
 - *Site Agent*: Degree as a minimum qualification in a relevant construction course and at least 5 years' experience;
 - *Site Engineer*: Degree in Architectural, Structural and Civil Engineering and at least 5 years' experience;
 - *Quantity Surveying Officer/Estimator*: Degree as a minimum qualification or equivalent with at least 5 years' experience;
 - *Trades Foremen*: 7 years' experience holding relevant practical trade testing Certificates.

4.0 Mode of submission

Bid documents must be deposited into a *Tender Box* before **10:00Hours 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 Construction of resource center for inclusive education at Lilongwe Demonstration school**” 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
Rumphi, Malawi

- 5.0** For any enquiries please contact the following:
Telephone: +0998560171/ +265995 554 448/+265 1 789 153
E-mail:
procurement@education.gov.mw/issa.suwedi@education.gov.mw/kvchiphiko@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**