



## GOVERNMENT OF THE REPUBLIC OF MALAWI

### MINISTRY OF EDUCATION

## PRE - QUALIFICATION OF CONTRACTORS ON CONSTRUCTION OF GWANDA CHAKWAMBA SECONDARY SCHOOL OF EXCELLENCE IN NSANJE DISTRICT

### INTERNATIONAL COMPETITIVE BIDDING (ICB)

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- 1.0 The Government of Malawi through the Ministry of Education has budgeted funds for the Construction of Gwanda Chakwamba Secondary School of Excellence in Nsanje district. Identification of construction contractors shall follow a two-staged procurement process commencing with pre-qualification 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 in the **Unlimited Category (Buildings)**. International Contractors **MUST** be registered in the equivalent category in their respective countries
- 3.0 Evaluating Criteria
  - 3.1.1 Administrative Compliance Information

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

    - Copies of original documents defining legal status of the contractor like Business Registration Certificate. International Contractors **MUST** provide evidence on the same;
    - NCIC Registration Certificate in the Unlimited Category (Buildings). International Contractors **MUST** be registered in the equivalent category in their respective countries and should submit certificates;
    - Certificate and/or letter from the Malawi Revenue Authority with TPIN or relevant approved Tax Authority, indicating tax payment compliance. International Contractors **MUST** provide evidence on tax compliance from their respective countries;

- 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 MK3 billion;
- 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 (5) years. To comply with this requirement, works cited should be at least 80% complete, with a certifying letter from the supervisor/client;
- Average annual turnover of MK7.5 billion 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 those for the 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 blue books) and are available for use on this contract;
- Qualification and experience of key management staff including period worked. All key personnel must have at least 10 years appropriate experience;
- 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.
- Preliminary programme on how the project can be delivered within 104 weeks.
- List of names of technical personnel specially proposed for this project attaching their Curriculum Vitae, to include all proven minimum technical qualifications, experience and registration with relevant professional bodies;
  - *Contracts Manager*: Degree in Construction related discipline and at least 10 years' experience;
  - *Site Agent*: Degree as a minimum qualification in a relevant construction course and at least 10 years' experience;
  - *Site Engineer*: Degree in Structural and Civil Engineering and at least 5 years' experience;

- *Quantity Surveying Officer/Estimator*: Degree as a minimum qualification or equivalent with appropriate qualifications and at least 5 years' experience;
- *Trades Foremen*: 10 years' experience holding relevant practical trade testing Certificates.

#### 4.0 Mode of submission

Bid documents must be deposited into a *Tender Box* before **10:00 hours, local time, on 30<sup>th</sup> July, 2024, after registration in Room 71**, with following submission details:

The documents should be clearly labelled "**Pre-qualification of Contractors on Construction of Gwanda Chakwamba Secondary School of Excellence in Nsanje district**" and addressed to

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

- 5.0** For any enquiries, please contact the following:  
Telephone: +265995 399 754/ +265995 554 448/+265 1 789 153  
E-mail: [procurement@education.gov.mw](mailto:procurement@education.gov.mw)/[issa.suwedi@education.gov.mw](mailto: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 **10:00 hours, local time, on 30<sup>th</sup> July, 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**