



**The Republic of Malawi  
MINISTRY OF HEALTH  
(GLOBAL FUND/GAVI - PIU)**

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**REQUEST FOR PROPOSALS  
LOCAL CONSULTANTS ONLY**

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**Tender Name:**  
**Project Management Services for Digitization of Client-Level Data for National HIV Testing.**

**Procurement Ref. No. MOH/RFP/CS/GF/C19RM/2025/017**

**Date of Issue: 11th July 2025**

1. The Government of Malawi through the Ministry of Health – Program Implementation Unit (PIU), has been receiving support from The Global Fund since 2003. The Ministry of Health (MOH) is the public sector Principal Recipient (PR) of the Global Fund Grant. To effectively administer and manage the grants, the Ministry established a Program Implementation Unit (PIU) to undertake some of the functions of the Principal Recipient in the implementation of the Global Fund Grants.
2. The Chairperson of the Internal Procurement and Disposal of Assets Committee now invites sealed Technical Proposal and Financial Proposal bids from eligible firms in Malawi.
3. Bidding will be conducted in accordance with the **consultancy selection procedures** specified in the Public Procurement and Disposal of Assets (PPDA) Act 2025 and its Public Procurement Regulations 2020 of the Republic of Malawi.
4. A detailed bidder qualification requirement and evaluation criteria can be found in the Request for Proposal Document for this tender process.
5. A complete set of the Request for Proposal Document in English language may be purchased by interested bidders upon payment of a non-refundable fee of **MK10,000.00 (Ten Thousand Kwacha only)**. The method of payment will be cash or bank-certified cheque. The bidding documents can be purchased at the following address from **11th July 2025** between **8:00 am to 3:30 pm**:

**Ministry of Health (CHSU – Global Fund PIU) – Global Fund Finance Office, EPI Building 3<sup>rd</sup> Floor, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi.**

6. Proposals must be delivered by depositing the package in the **tender box** located on the – **ground floor EPI BUILDING, Global Fund PIU, CHSU- Ministry of Health, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi**, no later than **25<sup>th</sup> July 2025**, at **2:00 PM** local time. **Electronic submission will not be accepted. Late bids will be rejected.**
7. Sealed tender documents clearly marked “**Project Management Services for Digitization of Client-Level Data for National HIV Testing**” shall be submitted to: **The Chairperson, Internal Procurement & Disposal Committee (IPDC), Ministry of Health (CHSU – PIU), Reception Area, EPI Building, Off Mtunthama Road, Area 3, P.O. Box 30377, Lilongwe, Malawi.**
8. A public bid opening event will be held soon after the closing period for the receipt of bids. Bidders or their representatives who wish to attend in person are welcome to participate. Further information can be found in the Request for Proposal Document.
9. Interested eligible bidders may obtain further information from the Global Fund PIU Procurement Department by writing to the following email addresses: [piuprocurement@mohpiu.com](mailto:piuprocurement@mohpiu.com)

**The Chairperson,  
Internal Procurement and Disposal Committee (IPDC)**