



**Private Bag B496
Lilongwe 3**

REQUEST FOR QUOTATIONS (FOR GOODS)

Procurement Number: MERA02/05/25/L-BOOKS/02

To:

Date: 28 May 2025

The Procuring Entity named above invites you to submit your quotation for the goods described herein. Partial Quotations may be rejected, and the Purchaser reserves the right to award a contract for selected items only. Any resulting order shall be subject to the Government of Malawi General Conditions of Contract for Local Purchase Orders (available on request) except where modified by this Request for Quotations.

SECTION A: QUOTATION REQUIREMENTS:

1) Description of Supply and Delivery of Law Books

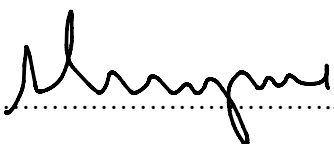
Quotation prices should be based on goods supplied from within Malawi; – insured and delivered to MERA Offices, MERA House, Capital City, Lilongwe 3.

- 2)** The delivery period required is **30** days from date/day of order.
- 3)** Quotations must be valid for **30** days from the date for receipt given below.
- 4)** The warranty/guarantee offered shall be: **N/A**
- 5)** Margin of preference shall be applied, and bidder is requested to provide a copy of Malawi **National Identity Card**.
- 6)** Quotations and supporting documents as specified in Section **B** must be marked with the **Procurement Number** given above and indicate your acceptance of the terms and conditions.
- 7)** Quotations must be received, in sealed envelopes, no later than: **14:00 hrs on 10 June 2025**.
- 8)** Quotations must be returned to:

The Chairperson
Internal Procurement and Disposal Committee
Malawi Energy Regulatory Authority
Private Bag B496
Lilongwe 3

- 9)** The attached Schedule of Requirements at Section **C** details the items to be purchased. You are requested to quote your delivered price for these items by completing and returning Sections **B** and **C**.

Quotations that are responsive, qualified, and technically compliant will be ranked according to price. Award of contract will be made to the lowest priced quotation by item or by total through the issue of a Local Purchase Order.

Signed:


Name: **Costwell Longwe**

Title/Position: **Ass' Procurement Officer**

For and on behalf of the Purchaser

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Your quotation is to be returned on this Form by completing and returning Sections B and C including any other information/certification required within this RFQ.

SECTION B: QUOTATION SUBMISSION SHEET

- 1) Currency of Quotation: Malawi Kwacha
- 2) Delivery period offered: days/weeks/months from date of Purchase Order.
- 3) The validity period of this Quotation is: days from the date for receipt of Quotations.
- 4) Warranty period (where applicable): months.
- 5) We attach the following documents:
 - i. Section C of the Request for Quotations completed and signed.
 - ii. A copy of our Trading Licence,
 - iii. A copy of our Annual Tax Clearance Certificate (for the last Financial Year),
 - iv. A copy of our PPDA Certificate.
- 6) We confirm that our quotation is based on the terms and conditions stated in your Request for Quotations referenced above, and that any resulting contract will be subject to the Government of Malawi General Conditions of Contract for Local Purchase Orders.
- 7) We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorised for and on behalf of:

Company: _____

Address:

.....

If any additional documentation is attached to your quotation, a signature and authorisation at Section B and Section C is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorised in Section B and Section C, the quotation may be rejected.

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SECTION C: SCHEDULE OF REQUIREMENTS (TO BE PRICED BY BIDDER)

Item No	Description of Goods	Unit of Measure	Quantity	Delivered Unit Price <i>Kwacha</i>	Delivered Total Price <i>Kwacha</i>
	Supply and Delivery of the following items:				
1	Law Books as per attached specifications	Each			
NOTE: The Specifications Provided are Describing the Book Type, Edition, Volume and Quantities for Your Kind Attention.				Total	

The following attachments are appended to clarify the Description of Goods:

[List any attachments providing additional specification of the goods required]

Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____
(DD/MM/YY)

Authorised for and on behalf of:

Company: _____

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SPECIFICATIONS FOR THE LAW BOOKS

DESCRIPTION	EDITION
CLERK & LINDSELL ON TORTS	17 th Edition
CHITTY & JACOBS QUEENS BENCH FORMS	20 th Edition
BULLEN & LEAK & JACOBS PRECEDENTS OF PLEADINGS	16 th Edition 2 volumes
CHARLES WORTH AND PERCY ON NEGLIGENCE	9 th Edition
BOWSTEAD & REYNOLDS ON AGENCY	17 th Edition
GATLEY ON LIBEL & SLANDER	10 th Edition
MC GREGOR ON DAMAGES	19 th Edition
PHIPSON ON EVIDENCE	16 th Edition
BENJAMINS SALE OF GOODS	
JACKSON & POWELL ON PROFESSIONAL NEGLIGENCE	
GOFF & JONES 'THE LAW OF RESTITUTION	
AIRLIDGE, EADY & SMITH ON CONTEMPT	2 nd Edition
GOWERS PRINCIPAL OF COMPANY LAW	9TH EDITION
JOINT VENTURES (IAN HEWITT)	3RD EDITION
BUSINESS VALUATION AND TAXES	DAVID LARO ,SHANNON PRAT
COMPANY LAW	SMITH & KEENAN'S
SALES OF SHARES AND BUSINESSES	3RD EDITION ANDREW STILTON
KERLEYS TRADEMARKS AND TRADE NAMES	15TH EDITION, JAMES MELLOR
UNLOCKING COMPANY LAW	SUSAN MC LAUGHUM
PRACTICAL COMPANY LAW & CORPORATE TRANSACTIONS	MARK STAMP
LAW OF PASSING OFF UNFAIR COMPETITION BY MISREPRESENTATION	PROFESSOR CHRISTOPHER WADLOW 4TH EDITION
COMPANY DIRECTORS	SIMON MORTIMORE
GATLEY ON LIBEL & SLANDER	10TH EDITION

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DEFAMATION LAW PROCEDURE AND PRACTICE	4TH EDITION DAVID PRICE
THE MAKING OF THE MODERN LAW OF DEFAMATION	PAUL MITCHELL
MAC GILL RIVALRY ON INSURANCE	11TH EDITION
MC GREGOR ON DAMAGES	19TH EDITION
BINGHAM & BERRY MAN'S (MOTOR)	10TH EDITION
GOOD FAITH AND INSURANCE CONTRACTS	MALCOM A . CLARKE
	2ND EDITION
MEDICAL LAW AND ETHICS	2ND SHAUN
MEDICAL NEGLIGENCE	MICHAEL JONES
CHESHIRE & FIFOOT'S LAW OF CONTRACT	14TH EDITION
KELLYS DRAFTSMAN	19TH EDITION
CHITTY ON CONTRACTS VOL 1&2	31ST EDITION
DRAFTING & NEGOTIATING COMMERCIAL CONTRACTS	(MARK ANDERSON, SOLICITOR)
DRAFTING CO-OPORATE & COMMERCIAL AGREEMENTS	RODNEY D RYDER
A-Z ON CONTRACT CLAUSES	DEBORAH FOSBROOK BA 4TH EDITION
MOORE'S PRACTICAL AGREEMENTS	10TH EDITION
JURISDICTION AGREEMENTS & THEIR ENFORCEMENT	1ST EDITION
CONTRACT FORMATION & LETTERS OF INTENT	MICHAEL FURMSTON
HUDSON BUILDING CONTRACT CASE BOOK	11TH EDITION VOL 1
DRAFTING & NEGOTIATING COMMERCIAL LEASES	3RD EDITION MURRAY J.ROSS
CONSTRUCTION OF CONTRACTS	2RD EDITION GERALD MCMEEL
CONTRACTING FOR ENGINEERING & CONSTRUCTION PROJECTS	5TH EDITION PETER MASH
INTERPRETATION OF CONTRACTS	5TH EDITION SIR KIM LEWISON
PLEADING WITHOUT TEARS	9TH EDITION

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PAGETS LAWS OF BANKING	13 TH EDITION
CO-OPORATE LENDING SECURITIES	CHRIS PARRY&
BYLES ON BILLS OF EXCHANGE	28 TH EDITION
BANKS AND FINANCIAL CRIMES(THE INTERNATIONAL LAW OF TAINTED MONEY)	RICHARD BRENT
BANKING LITIGATION (DAVID WARNE)	2 ND EDITION
BANK SECURITY DOCUMENTS JR LINGADRD	3 RD EDITION
CO-OPORATE LENDING SECURITIES	
LEGAL PROBLEMS OF CREDIT AND SECURITY BY ROYGOOD	3 RD EDITION
LAW OF GUARANTEES	6 TH EDITION
PRINCIPLES OF CORPORATE INSOLVENCY	ROY GODE
CONFLICT OF LAW BOTH VOL 1 AND 2	DICEY MORRIS &COLLINS
INTERNATIONAL TAX PRIMER	4 TH EDITION
DUE DILIGENCE HANDBOOK	
WINFIELD AND JOLOWIZ ON TORT	16TH EDITION
THE LAW OF TORTS	10TH EDITION JOHN MURPHY
THE LAW OF NEGLIGENCE COMMON LAW BY ANDREW CRUBB	4TH EDITION
DAMAGES IN TORT (DAVID K. ALLEN)	
CROSS EXAMINATION – THE ART OF THE ADVOCATE	REVISED EDITION
MODERN TRIAL ADVOCACY	STEPHEN LUBET 4TH EDITION
LEGAL EVIDENCE & PROOF.	HENRY PRAKEN
CIVIL EVIDENCE FOR PRACTITIONERS	PETER HIBBERT
THE LAW OF EVIDENCE	I.H. DENNIS
CROSS & TAPPER ON EVIDENCE	12TH ED, COLLIN TAPPER
DOCUMENTARY EVIDENCE	4TH EDITION
MURPHY ON EVIDENCE	11TH EDITION

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KINGS LEY NAPLY SERIOUS FRAUD, I INVESTIGATIONS & TRIALS	4TH EDITION
SMITH AND HOGAN CRIMINAL LAW CASES AND MATERIALS	1ST EDITION
SMITH AND HOGAN CRIMINAL LAW	13TH EDITION
HANDBOOK OF ARBITRATION PRACTICE	RONALD BEISTEIN
A PRACTICAL APPROACH TO ARBITRATION LAW	ANDREW TWEEDDALE
RUSSELL ON ARBITRATION	DAVID ST JOHN SUTTON
ADR PRINCIPLES & PRACTICE	2ND EDITION
INTERNATIONAL COMMERCIAL ARBITRATION& CONCILATION IN (UNCITRAL) MODEL LAW JURISDICTIONS	PETER BINDER 2ND EDITION
STATUTORY INTERPRETATION	3RD EDITION FAR BENNION
LIMITATION PERIODS	ANDREW MC GEE
BLACK'S LAW DICTIONARY	10 TH EDITION
FISHER & LIGHTER WOODS THE LAW OF MORGAGES	11TH EDITION
THE LAW OF STAMP DUTIES	JG .MONROE 5TH EDITION
KEY & ELPHISTONES COMPENDIUM OF PRECEDENTS INCONVEYANCING	11TH EDITIN
SNELLS EQUITY (PROPERTY & CONVEYANCING LIBRARY)	3RD EDITION
BARNEY CONVEYANCING LAW & PRACTICE	M.P. THOMSON 4TH EDITION
HOUSING LAW TEXT CASES & MATERIALS	LM CLEMENTS
WOODFALL LANDLORD & TENANT	VOL 1-4 PLUS INDEX
A PRACTICAL APPROACH OF CONVEYAGING	ROBERT M. ABBEY 12TH EDITION
BUILDING CONTRACTS CASEBOOK	
DRAFTING & NEGOTIATING COMMERCIAL LEASES	3RD EDITION MURRAY J.ROSS
UNREPORTED PROPERTY CASES FROM SHERIFF COURTS	PROFESSOR RODERICK
CONSTRUCTION & ENGINEERING ARBITRATION	PETER SHERICAN

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JURISPRUDENCE	5TH EDITION
ODGERS PRINCIPLES OF PLEADINGS & PRACTICE	22ND EDITION
JURISPRUDENCE AND LEGAL THEORY	
ODGERS ON CIVIL ACTIONS	
CASES AND MATERIALS ON EMPLOYMENT LAW	RICHARD W PAINTER 7TH EDITION
COMPENSATION FOR DISMISSAL	ANTHONY KORN 2ND EDITION
A PRACTICAL APROACH TO EMPLOYMENT LAW	JOHN BOWERS 7TH
CONTRACT OF EMPLOYMENT	ALLAN BOGG
ENERGY LAW AND ENVIRONMENT	ROSEMARY LYSTER AND ADRIAN BRADBROOK
COMPEDIUM OF SUSTAINABLE ENEGY LAWS	RICHARD L OTTINGER
BURNET – HALL ON ENVIRONMENTAL LAW	RICHARD BURNET
INTELLECTUAL PROPERTY (PATENTS, COPY RIGHT, TRADEMARKS & ALLIED RIGHTS)	3RD EDITION W.R.CORNISH
COMMERCIAL & CONSUMER LAW	MICHAEL FURMSTON
KERLEYS TRADEMARKS AND TRADE NAMES	15TH EDITION, JAMES MELLOR
INTELLECTUAL PROPERTY (A REFERENCE HANDBOOK)	A ORON SCHWABACH
	TOTAL
CONSTITUTIONAL & ADMINISTRATIVE LAW	ECS WADE &ABRADELY
JUDICIAL REVIEW	DE SMITH 6TH EDITION
JUDICIAL REVIEW HANDBOOK (MICHAEL FORDMAN	5TH EDITION
JUDICIAL REVIEW PRINCIPLES AND PROCEDURES	JONATHAN AUBURN
EFFECTIVE JUDICIAL REVIEW	CHRISTOPHER FORSYTH
INTRODUCTION TO JURISPRUDENCE	

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LEGAL ETHICS IN THE PRACTICE OF LAW	RICHARD A ZITRIN
THE SOLICITOR HANDBOOK 2008	ANDREW HOPPER
SOURCEBOOK ON OBLIGATIONS AND LEGAL REMEDIES	2ND GEOFFREY SAMUEL
THE LAW OF RESTITUTION	ANDREW GRUBB
PRACTICE & PROCEDURE OF THE COMMRCIAL COURT	6TH EDITION SIR ANTHONY COLMAN
	TOTAL
LAW AND PRACTICE OF SHARE HOLDER AGREEMENTS	KATHERINE REECE THOMAS 2ND.EDITION
SHACKLETON ON THE LAW AND PRACTICE OF MEETINGS	11TH EDITION
MINORITY SHAREHOLDERS REMEDIES	A.J.BOYLE
PROJECT MANAGEMENT 12 TH EDITION – A SYSTEMS APPROVAL TO PLANNING, SCHEDULING AND CONTROLLING BY HAROLD KERENER	
THE LAW OF BUSINESS FINANCE	
PRINCIPLES OF PROJECT FINANCE	
CAPITAL MARKETS, FINANCIAL MANAGEMENT AND INVESTMENT MKANAGEMENT	
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PRINCIPLE OF COMMERCIAL LAW BY PROF MICHAEL FURMSTON	
INCOME TAX IN COMMON LAW JURISDICTIONS BY PETER HARRIS	
THE LAW OF CONTRACTS BY KOFFMAN	5 TH EDITION
JURISDICTION AGREEMENTS & THEIR ENFORCEMENT	1 ST EDITION
SCHMIT OFF EXPORT TRADE (LAW AND PRACTICE OF INTERNATIONAL TRADE)	11 TH EDITION

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