

-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

To:

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Date: 28th March 2025

The Procuring Entity named above invites you to submit your quotation for carrying out the works as described herein. 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 Works and Location

Lot :1 Construction of Wall Panels at Kalinyeke Tollgate

Lot:2 Construction of Wall Panels Chingeni Toll Plaza

Lot:3 Construction of Elevated Concrete Water Tank Stand at RFA Head Office

- 2) Works are to commence by: ...**7 Days**... [*days/weeks/months*] from the date of order.
- 3) Works to be completed by:**30 Days**.....[*days/weeks/months*] from the date of order.
- 4) Quotations must be valid for [**90 Days**] from the date for receipt given below.
- 5) Quotations and supporting documents as specified in Section B must be clearly marked with the Procurement Number given above and must indicate acceptance of the stated terms and conditions.
- 6) Quotations must be received, in sealed envelopes no later than: **10:00 Hrs** on **11th April 2025**.
- 7) Quotations must be returned and inserted in the tender box addressing:
The Chairperson, Internal Procurement Committee, Roads Fund Administration, Ngerengere Building, Off Queens Drive, Private Bag 369, Lilongwe 3
Emails: rmanjanja@rfamw.com or atambala@rfamw.com - 0999040787
- 8) The attached Activity Schedule (for lump sum contract) at Section C details the works to be performed. You are requested to quote by completing Sections B and C. Quotations shall cover all costs of labour, materials, equipment, overheads, profits and all associated



Roads Fund Administration
Ngerengere Complex, Off Mchinji Road
Private Bag 369, Lilongwe 3, Malawi
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costs for performing the works including all taxes and duties. The whole cost of performing the works shall be included in the items stated and the cost of any incidental works shall be deemed to be included in the prices quoted.
- 9) 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 the issue of a Local Purchase Order.

Signed: Name...**Eng. R Manjanja**

Title/Position: **IPDC Chairperson**

For and on behalf of the Purchaser

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

-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

SECTION B: QUOTATION SUBMISSION SHEET

- 1) Currency of Quotation: Malawi Kwacha
- 2) Works will commence withindays/weeks/months from date of Purchase Order.
- 3) Works will be completed bydays/weeks/months from date of Purchase Order
- 4) Validity period of this quotation isdays from the date for receipt of Quotations.
- 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) Latest PPDA Certification.
 - (iv) A copy of our Annual Tax Clearance Certificate (for last financial year)
 - (v) A list of recent Government contracts performed at least Three Years Successfully implemented. Please provide Reference from Previous Client Duly Authorised by Authorised Signatory.
 - (vi) Proof of Site Inspection upon arrangement with the client.
 - (vii) NCIC Certification – MK100 million Building Category
 - (viii) Copy of MSME Order Certificates for Medium Enterprises – Margin of Preference will apply.
 - (ix) Bank Statement for the Past Six Months or Approved Credit Facility of Not Less than MK50 Million issued by the Bank.
 - (x) **Optional Provision of Separate Labour Costs if Client Provides All Materials.**
- 6) We confirm that our quotation is subject to 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.

Quotation Authorisation:

Signed:.....Date:

Name: Title/Position:

Authorised for and on behalf of (Company name and seal):

.....



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

Registered Address:

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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.

SECTION C: ACTIVITY SCHEDULE (TO BE PRICED BY BIDDER)

Lot :1 Construction of Wall Panels at Kalinyeke Tollgate

For Lump Sum Contracts – Summary Costs

Item No.	Description of Activity	Price in Kwacha
1	Construction of Wall Panels at Kalinyeke Tollgate	
	(BOQ Attached)	
	Add 16.5 % VAT	
	Add 1% NCIC Levy	
	Add 1% PPDA Levy	
	Total Lump Sum Price	



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

Lot:2 Construction of Wall Panels Chingeni Toll Plaza

For Lump Sum Contracts – Summary Costs

Item No.	Description of Activity	Price in Kwacha
1	Construction of Wall Panels and Drainage at Chingeni Toll Plaza (BOQ Attached)	
	Add 16.5 % VAT	
	Add 1% NCIC Levy	
	Add 1% PPDA Levy	
	Total Lump Sum Price	

Lot:3 Construction of Water Tank at RFA Head Office

For Lump Sum Contracts – Summary Costs

Item No.	Description of Activity	Price in Kwacha
1	Construction of Water Tank Stand (BOQ Attached)	
	Add 16.5 % VAT	
	Add 1% NCIC Levy	
	Add 1% PPDA Levy	
	Total Lump Sum Price	

Authorised By:

Signature: _____

Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorised for and on behalf of:

ROADS FUND ADMINISTRATION



Roads Fund Administration

Ngerengere Complex, Off Mchinji Road

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-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

Company: _____



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

LOT 1: CONSTRUCTION OF WALL PANELS AT KALINYEKE TOLLGATE

		DIRECT LABOUR COST ESTIMATES				
Delivery				QTY	RATE	AMOUNT
Ref.	DESCRIPTION	SPECIFICATION	UNIT			
	BLOCKWALL FENCE					
1	Blocks	Precast sand and cement Blocks 200mm thick	No	2,000.00		-
2	Cement	Ordinary Portland - 50kg (concrete beam cement mortar, poitning and coping concrete)	Bag	50		-
3		Brickforce 230mm wide	Roll	10		-
4		Bluegum Poles	Piece	6		-
5	Timber	softwood timber 25x200 x 5 500 mm	Piece	12		-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

6	Timber	softwood timber 50 x150 x 5 500 mm	Piece	7		-
7	Timber	softwood timber 50 x50 x 5 500 mm	Piece	8		-
8	Reinforcement	Y20 - reinforcement bars	Kg	177.84		-
9	Reinforcement	Y12 - reinforcement bars	kg	64.08		-
10	Reinforcement	R8 - Reinforcement bars - As stirrups	Kg	22.32		-
13	Nails	Wire nails 4"	Kg	4		-
14	Nails	Wire nails 3"	Kg	3		-
15	Brick Sealer	Clear Brick Sealer	5 litres	2		-
16	Quarry Stone	Concrete Aggregate	Tons	4		-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

17	Quarry Dust		Tons	10		-
18	DPC	DPC 9 inch	Roll	2		
19		12.5mm thick flexicell fireboard to block work with bitumen compound		3		-
	MATERIALS					
	VAT (16.5%)					-
	NCIC Levy (1%)					
	PPDA Levy (1%)					
A	MATERIALS TOTAL					-
B	PERSONAL PROTECTIVE EQUIPMENT					-
D	TRANSPORT LUMPS SUM					
D	LABOUR CHARGE					-
E	EXCAVATIONS FOR OPEN DRAINS LUMP SUM					

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-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

	TOTALS (A, B, C AND D)					
	ADD CONTIGENCY					
		BOUNDARY WALL REINSTATEMENT				-



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

LOT 2: CONSTRUCTION OF WALL PANELS AND DRAINAGE AT CHINGENI TOLL PLAZA

		DIRECT LABOUR COST ESTIMATES				
Delivery Ref.	DESCRIPTION	SPECIFICATION	UNIT	QTY	RATE	AMOUNT
1	BLOCKWALL FENCE AND DRAINAGE Blocks	Precast sand and cement Blocks 200mm thick	No	850.00		-
2	Cement	Ordinary Portland - 50kg (concrete beam cement mortar, poitning and coping concrete)	Bag	45		-
3		Brickforce 230mm wide	Roll	6		-
4		Bluegum Poles	Piece	4		-
5	Timber	softwood timber 25x200 x 5 500 mm	Piece	10		-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

6	Timber	softwood timber 50 x150 x 5 500 mm	Piece	5		-
7	Timber	softwood timber 50 x50 x 5 500 mm	Piece	5		-
8	Reinforcement	Y20 - reinforcement bars	Kg	89		-
9	Reinforcement	Y12 - reinforcement bars	kg	43		-
10	Reinforcement	R8 - Reinforcement bars - As stirrups	Kg	15		-
13	Nails	Wire nails 4"	Kg	3		-
14	Nails	Wire nails 3"	Kg	2		-
15	Brick Sealer	Clear Brick Sealer	5 litres	2		-
16	Quarry Stone	Concrete Aggregate	Tons	3		-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

17	Quarry Dust		Tons	6		-
18	Boulder Stone		Tons	10		-
19	DPC	DPC 9inch	Roll	2		-
20		12.5mm thick flexicell fireboard to block work with bitumen compound		3		-
21		50 x 50 mild steel angle iron as metal grid on drain per 6m length	No	2		-
22		75 x 5 CHS hot rolled vertical posts on gate per 6m length	m	3		-
23		200mm diameter base plate	sqm	1		-
	MATERIALS					-
	VAT (16.5%)					-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

	NCIC (1%)					
	PPDA LEVY (1%)					
A	MATERIALS TOTAL					-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	EXCAVATION FOR MASONRY DRAIN					
-	Excavation of trapezoidal trench to 600mm bed width and 700mm height and 1000mm top width		m	40		-
-	-	-	-	-	-	-
B	PERSONAL PROTECTIVE EQUIPMENT					
D	TRANSPORT LUMPS SUM					
D	LABOUR CHARGE					
E	EXCAVATIONS FOR OPEN DRAINS LUMP SUM					
	TOTALS (A, B, C AND D)					
	ADD CONTIGENCY					
CHINGENI BOUNDARY WALL REINSTATEMENT AND DRAINAGE						-



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

LOT 3: COSTRUCTION OF A CONCRETE ELEVATED WATER TANK STAND AT RFA HEAD OFFICE

DIRECT LABOUR COST ESTIMATES

Delivery Ref.	DESCRIPTION	SPECIFICATION	UNIT	QTY	RATE	AMOUNT
1	Excavation	Excavation for foundation and backfilling	Lumpsum	1.00		-
2	Footing concrete (20/20), Volume - 3m3	Ordinary Portland - 50kg	Bag	21.00		-
		19mm coarse aggregate	Ton	3.60		-
		Sand	Ton	1.95		-
3	Walling (400mm thick)	400mm x 200mm x 200mm hollow blocks	No.	805.00		-
		Brickforce 230mm wide	Roll	4.00		-
		Sand	Ton	5.40		-
		Ordinary Portland - 50kg	Bag	24.00		-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

	Concrete (15/19) fill into the hollows	Ordinary Portland - 50kg	Bag	45.00	-
		Sand	Ton	6.60	-
		19mm coarse aggregate	Ton	12.75	-
	Plaster	Ordinary Portland - 50kg	Bag	4.00	-
		Sand	Ton	1.20	-
4	Top Slab Concrete (20/20), Volume - 2m3	Ordinary Portland - 50kg	Bag	14	-
		19mm coarse aggregate	Ton	3.6	-
		Sand	Ton	2.4	-
		Y12 steel reinforcement	kg	170	-
		Blockboard	Piece	5	-
		Bluegum Poles	Piece	20	-
		Fabrication and installation of steel ladder and handrails	Lumpsum	1	-
		Galvanised wire	Roll	10	-
		50x50x4mm Steel tube - posts	No.	2	-
		40x40x4mm Steel tube rails	No.	4	-
5	Timber	softwood timber 50x200 x 5 500 mm	Piece	4	-

**-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25**

6	100mm thick coping concrete on the surface	Ordinary Portland - 50kg 19mm coarse aggregate Sand 500gg DPM A98 Meshwire	Bag Ton Ton m kg	6 0.9 1.8 13 20	- - - - -
7	Timber	softwood timber 50 x50 x 5 500 mm	Piece	5	-
8	Waterpipe extension	PPR pipe 1" PPR Socket 1" HDPE coupling 25mm HDPE pipe 25mm Thread tape	m No. No. m No.	1.50 2.00 1.00 1.5 5	- - - - -
9	Existing tank	Delanching of the existing tanks support	Lumpsum	1	-
10	Nails	Wire nails 4"	Kg	3	-
11	Nails	Wire nails 3"	Kg	2	-



-Procurement Number: RFA/CONSTRUCTION-AND-RENOVATION WORKS/3/25

	MATERIALS					-
	VAT (16.5%)					-
	NCIC Levy (1%)					
	PPDA Levy (1%)					
A	MATERIALS TOTAL					-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
B	PERSONAL PROTECTIVE EQUIPMENT					
C	TRANSPORT LUMPS SUM					
D	LABOUR CHARGE					-
	TOTALS (A, B, C AND D)					-
	ADD CONTIGENCY					-

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HEAD OFFICE WATER TANK STAND CONSTRUCTION

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