



MZUZU CENTRAL HOSPITAL
Private Bag 209, Luwingu, Mzuzu 2.
REQUEST FOR QUOTATIONS

Procurement Number: 031/MZCH/2024-25/207

To:

Date March 17th 2025

NOTE: INSPECTION CAN BE ARRANGED WITH THE MAINTAINCE SUPERVISOR AT OWN COST FOR BIDDERS WANTING TO INSPECT THE BUILDING ON 0888697293

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: ONLY CONTRACTORS REGISTERED WITH NCIC IN THE K200MILLION CATEGORY ARE ELIGIBLE TO PARTICIPATE.

1. **Description of goods and related services: Construction Completion of Rainbow Building at Mzuzu Central Hospital**
2. Quotation prices should be based on: Malawi Kwacha for goods supplied from within Malawi; EXW – insured and delivered to Mzuzu Central Hospital.
3. The delivery period required is within **3months** from the date of order.
4. Quotations must be valid for **30** days from the date of the receipt given below.
5. The warranty/guarantee offered shall be **N/A**
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 **10:00 hrs on 26th, March, 2025.**
8. Quotations must be returned to:

The Procurement and Disposal Unit

Mzuzu Central Hospital, P/Bag 209, Luwingu, Mzuzu 2.

Tel: 01 320 620, Fax: 01 320 217

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

Signed

:

Name: **Dominic Chimaliro**

Title/Position: **Principal 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. We attach the following documents:
 - i. Section C of the Request for Quotations completed and signed;
 - ii. Beneficial ownership disclosure form;
 - iii. Proforma invoice/quotation on company letterhead;
 - iv. A copy of our Trading Licence;
 - v. A copy of a Tax Clearance Certificate;
 - vi. A copy of a valid PPDA certificate;
 - vii. A copy of the VAT registration certificate
5. 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's General Conditions of Contract for Local Purchase Orders.
6. 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: _____

Authorised for and on behalf of: _____ (DD/MM/YY)

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

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

BILLS OF QUANTITIES (BOQs)

Item No.	Description of goods	Delivered Unit Price <i>Kwacha</i>	Delivered Total Price <i>Kwacha</i>
1	<p>Substructure</p> <p><u>Hardcore filling to pass a 50mm ring all ways</u></p> <p>150mm (consolidated) filling well compacted and rolled, blinded to receive concrete</p> <p>1359 m²</p> <p><u>Sand Blinding</u></p> <p>25mm thick bed of sand on hardcore rolled to receive damp proof membrane</p> <p>1359 m²</p> <p>Damp Proof Membrane</p> <p>125 Microns (500gauge) Polythene damp proof membrane with welted joints, lapped at joints and laid on blinded hardcore</p> <p>1359 m²</p> <p><u>Ant treatment</u></p> <p>Saturate surface of hardcore and top of brick walls with approved ant repellent</p> <p>1359 m²</p> <p>Ditto, bottoms of excavations</p> <p>360 m²</p> <p><u>Sundries</u></p> <p>Allow for keeping excavations free from water</p> <p>Item</p> <p>Allow for planking and strutting to sides of excavations</p> <p>Item</p>		
2	Windows and Doors (All Provisional)		

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	<u>Precast Reinforced vibrated concrete</u> <u>(Class 21N/mm²/10mm)</u>			
A	250 x 65mm thick sill, splayed, rebated once grooved and two edges chamfered, finished fair on all exposed surfaces and built into blockwork, include for form work (69 No)	124	m	
	<u>Doors</u>			
A	Door type D1 Semi solid core flush door	3	no	
B	Door Type D2 semi solid core flush door	21	no	
C	Pair; 1750 x 2032 x 44mm High hardwood glazed panelled door; with formica kick plates (D3)	3	No	
D	Pair; 3000 x 2100 x 44mm, ditto (D4)	1	No	
E	1200 x 2100 x 44mm, one side fixed ditto (D5)	16	No	
	Flush doors; semi-solid core; 6mm internal quality facing for painting both sides; fixing with adhesive under hydraulic pressure; 15mm hardwood lipping all edges			
	<u>METAL WORK</u>			
	<u>Door frames</u>			
	Rates shall include for lugs welded to back, building into brickwork and filling cavity cement and sand			

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		<p>Prior to delivery on site, the whole to be treated at works with one coat of red oxide primer</p> <p><u>Door frames in Mild steel</u></p> <p>F D1 Standard metal door frame for size 900 x 2500mm overall; with fanlight; to suit one brick wall complete with pair of butts complete with pair of butts</p> <p>G D2 Standard metal door frame for door size 900 x 2150mm overall to suit half brick wall complete with pair of butts complete with pair of butts</p> <p>H D3 Standard metal Double-door frame for door size 1700 x 2150mm overall to suit one brick wall complete with pair of butts complete with pair of butts</p> <p>I D4 Standard metal Double-door frame for door size 3000 x 2150mm overall Front Door to suit one brick wall complete with pair of butts complete with pair of butts</p> <p>j D5 Standard metal Double-door frame for size 1200 x 2150mm overall Front Door to suit one brick wall complete with pair of butts complete with pair of butts</p>	<p>3 No</p> <p>10 No</p> <p>3 No</p> <p>1 No</p> <p>16 No</p>		
		<p><u>Window frames</u></p> <p>Standard mild steel horizontal bar windows with lugs welded,</p>			

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	all opening lights complete with ironmongery, including projecting hinges and whole to be treated to works with one coat red oxide prime, built into brickwork			
A	2000 x 1425mm High window with full height mullions and full width transoms complete with burglar bars (W1)	48	No	
B	3000 x 1425mm High window with full height mullions and full width transoms complete with burglar bars (W2)	3	No	
C	1500 x 1425mm High window with full height mullions and full width transoms complete with burglar bars (W3)	10	No	
D	500 x 650mm High window with full height mullions and full width transoms complete with burglar bars (W4)	9	No	
	<u>GLASS IN OPENINGS</u>			
	<u>Sheet OQ obscure</u>			
	<u>Sheet; ordinary quality; clear</u>			
F	4mm generally	180	m2	
	4mm fanlights to metal with putty			
G	over 0.1 not exceeding 0.5m2	15	m2	
	<u>Sheet; Georgian Wire</u>			

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	H	4mm to hardwood	13	m2		
		<u>Frames</u>	-			
		Door frames				
	I	Hardwood 150 x 50mm	170	m1		
			-			
3	Wall Finishes					
		<u>IN-SITU FINISHES</u>				
		<u>Plaster; cement and sand (1:4) wood floated; internal</u>				
	A	- 19mm work to walls; two coats; to blockwork base over 300mm wide	317			
			0	m2		
	B	narrow widths	5	m2		
		<u>TILE; SLAB OR BLOCK FINISHES</u>				
		<u>Ceramic tiles, white glazed; laid at random; bedding in cement mortar (1:4) and grouting and pointing with white cement putty; internal</u>				
	C	150 x 150 x 3mm; 2mm joints; to walls; to cement and sand base over 300mm wide	135	m2		
		<u>BEDS AND BACKINGS</u>				
		<u>Plaster; cement and sand (1:4); internal</u>				

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	D	16mm backings; screeded to receive glazed tiles to walls; to blockwork base over 300mm wide	135	m2		
4	Sanitary fittings					
		<u>Everite Vaal Potteries; Corner Morris/Lily Rd.</u> <u>P.O.Box 49,</u> <u>Meyerton 1960, Gauteng South Africa; or equal</u> <u>and</u> <u>approved</u>				
	A	Heavy duty lavatory basins; ceramic fireclay; Springbok 0112; 32mm; chromium plated waste; chain; stay and plugs; tap hole stopper; brackets 560 x 405mm; fixing on semi concealed cast iron brackets to backgrounds requiring plugging; pointing along one edge of basin with silicone sealant	10	No		
	B	WC suites; white glazed vitreous china; low level; Protea Din 750611; 9 litre cistern, freeflow with PVC flush pipe; flush pipe connector, seat and cover P trap Pan; fixing pan and cistern to backgrounds requiring plugging; bedding pan in cement mortar (1:4)	9	No		
	C	Paraplegic; ditto	2	No		
	D	extra; WC connector	10	No		
	E	Springbok drip sink; ceramic fireclay; Model 2380 with hardwood pad; 38mm CP waste; plug and chain and chromium plated bucket grating with rubber stops; 8102 brackets 535 x 455 x 180mm pointing along one edge of basin with silicone sealant	1	No		

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	F	White glazed vitreous china urinal bowl, complete with 38mm diameter chromium plated domed grating, set up on and including brackets, fixed to brick/concrete wall	4	No		
	G	White glazed vitreous china urinal cistern 4.5 litre complete with dripcock 12mm diameter chromium plated flush pipe and spreaders serving 2No urinal bowls. Fix to brick/concrete wall	2	No		
		<u>Josiah Parkes & Sons (SA) Ltd, 54 Harry Street, Robertsham, 2091, P.O. Box 82682, Southdale 2135</u> <u>Johannesburg, South Africa; Yale and Union fittings;</u> <u>or equal and approved</u>				
	H	Toilet roll holders; fixed to block wall with rawl bolts bracket type; aluminium anodised silver finish; moulded plastic roller; 140 x 71mm; Model 8440	10	No		
	I	Towel rails; fixed to block wall with rawl bolts rail type; aluminium anodised silver finish moulded black plastic brackets 500mm long; Model 8450	10	No		
5	Soil, Waste and vent services (All provisional) <u>PVC and uPVC pipes and fittings; BS4514 Key Terrain</u>					

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	<u>or equal and approved BS4514, PVC and uPVC</u>			
	Pipes; solvent welded joints in the running length; fixing with standard clips to backgrounds requiring plugging			
A	40mm pipe	45	m	
B	extra; bends	18	No	
C	extra; access bends	18	No	
D	50mm	45	m	
E	extra; access bends	18	No	
F	110mm pipe	80	m	
G	extra; bends	15	No	
H	extra; access bends	15	No	
	<u>BUILDERS WORK</u>			
I	Gully traps; Key Terrain gully trap; 1849.9 "P" trap 1844.25 gully piece; 1841.8 grating set up including excavation; concrete surround and connecting to pipework	3	No	
	Holes for pipes or the like			
J	150mm block wall; small	10	No	
K	190mm block wall; large	10	No	

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6	<p>Cold and Hot Water Services (All provisional)</p> <p>All pipes shall be medium quality galvanised mild steel to BS 1387 with joints as described, fixed with and including the relevant pipe supports</p> <p>Generally all pipes are concealed</p> <p>Tees have been measured as equal tees with reducing sockets measured separately. Reducing bushes shall not be used</p> <p>Rates for pipework 20mm diameter and under shall include for all bends, tees, fittings, etc as required</p> <p>Rates for all bends, tees, valves, fittings shall include for the corresponding screwed/flanged joints to adjoining pipework</p> <p><u>COLD WATER SERVICES</u></p> <p><u>Reticulation to fittings</u></p> <p>The following in reticulation from outside of building to:-</p> <p>10No. WCs 10No. Wash hand basins 4No. Urinal 1No. Sink</p> <p>With screwed joints to BS 21 Part 1</p>	-	-		
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	A	15mm Diameter pipe, fixed to brick/concrete walls	80 m1		
	B	20mm Diameter pipe, in roof space	80 m1		
	C	Ditto, laid in slab	52 m1		
	D	25mm Diameter pipe, fixed to brick/concrete walls	52 m1		
	E	Ditto, laid in trench	90 m1		
	F	Ditto, in roof space	70 m1		
	G	Extra over pipework for 25mm bend	15 No		
	H	Ditto for 25mm tee	15 No		
7	Electrical chasing, tubing, fitting squarely junction boxes, inspection points, clamping and plastering				
				Sub-total	
				VAT 16.5%	
				PPDA 1%	
				Grand Total	

THE FOLLOWING ATTACHMENTS ARE APPENDED TO CLARIFY THE DESCRIPTION OF THE GOODS:

[LIST ANY ATTACHMENTS PROVIDING AN ADDITIONAL SPECIFICATION OF THE GOODS REQUIRED]

AUTHORISED BY:

SIGNATURE: _____

NAME: _____

POSITION: _____

DATE: _____

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ADDITIONAL INFORMATION

STAFFING

- 8 BRICK LAYERS
- 8 LABOURERS

THE CONTRACTOR WILL PROVIDE THE FOLLOWING KEY STAFF (PROVIDE CVs FOR KEY STAFF)

- 1 LAND SURVEYOR
- 1 QUANTITY SURVEYOR
- 1 SITE ENGINEER
- 1 PROJECT MANAGER
- 1 ELECTRICAL ENGINEER

EQUIPMENT

- CONCRETE MIXER: 5CUBIC METERS/HR AND 2CUBIC METERS /HR
- FUNCTIONAL 3 TONE MOTOR VEHICLE
- 1 POKER VIBRATOR
- 1 COMPACTOR

NOTE: INDICATE WHETHER LEASE OR OWNED

EXPERIENCE

- ATLEAST THREE SIMILAR JOBS FOR THE PAST 5YEARS

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BENEFICIAL OWNERSHIP DISCLOSURE FORM

INSTRUCTIONS TO BIDDERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM

This Beneficial Ownership Disclosure Form ("Form") is to be completed by the Bidder. In case of a joint venture, the Bidder must submit a separate Form for each member of the Joint Venture.

The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.

For the purposes of this Form, a Beneficial Owner of a Bidder is any natural person who ultimately owns or controls the Bidder by meeting one or more of the following conditions-

- 1. Directly or indirectly holding 5% or more of the shares*
- 2. Directly or indirectly holding 5% or more of the voting rights*
- 3. Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Bidder.*
- 4. Directly or indirectly has a substantial economic interest in or receives substantial economic benefit from, a company, whether acting alone or together with other persons;*
- 5. Has a significant stake in a company and on whose behalf activity of a company is conducted; or*
- 6. Exercises significant control or influence over a person through a formal or informal agreement, and where such ownership, control or interest is through a trust, the trustee(s) beneficiaries, or anyone who controls the trust.*

Date: [insert date]

Procurement Reference No.: [insert procurement reference number]

Page [insert page number] of [insert total number of pages] pages.

To: [insert complete name of Procuring and Disposing Entity]

In response to the invitation for bid dated [insert date of invitation for bid] we hereby submit beneficial ownership information: [select one option as applicable and delete the options that are not applicable]

We hereby provide the following beneficial ownership information.

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Details of beneficial ownership

Identity Beneficial Owner	Directly or indirectly holding 5% or more of the shares (Yes/ No)	Directly or indirectly holding 5% or more of the Voting Rights (Yes/No)	Directly or indirectly having the right to appoint a majority of Board of Directors or an equivalent governing body of the Bidder (Yes/No)
[Include full name (Last, middle, first), nationality, country of residence, telephone number(s), email address, and postal and physical addresses]			

OR

- (i) We declare that there is no Beneficial Owner who has not been disclosed meeting one or more of the following conditions-
1. Directly or indirectly holding 5% or more of the shares
 2. Directly or indirectly holding 5% or more of the voting rights
 3. Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Bidder.
 4. Directly or indirectly has a substantial economic interest in or receives substantial economic benefit from, a company, whether acting alone or together with other persons;
 5. Has a significant stake in a company and on whose behalf activity of a company is conducted; or

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6. Exercises significant control or influence over a person through a formal or informal agreement, and where such ownership, control or interest is through a trust, the trustee(s) beneficiaries, or anyone who controls the trust.

OR

- (ii) We declare that we are unable to identify any Beneficial Owner meeting one or more of the following conditions. [If this option is selected, the Bidder shall provide explanation on why it is unable to identify any Beneficial Owner]
 7. Directly or indirectly holding 5% or more of the shares
 8. Directly or indirectly holding 5% or more of the voting rights
 9. Directly or indirectly having the right to appoint a majority of the board of directors or equivalent governing body of the Bidder.
 10. Directly or indirectly has a substantial economic interest in or receives substantial economic benefit from, a company, whether acting alone or together with other persons;
 11. Has a significant stake in a company and on whose behalf activity of a company is conducted; or
 12. Exercises significant control or influence over a person through a formal or informal agreement, and where such ownership, control or interest is through a trust, the trustee(s) beneficiaries, or anyone who controls the trust.

Name of the Bidder: [insert **complete name of the Bidder**]¹

Name of the person duly authorized to sign the Bid on behalf of the Bidder: [insert **complete name of person duly authorized to sign the Bid**]²

Title of the person signing the Bid [Insert **complete title of the person signing the Bid**

Signature of the person named above-----

Date signed [insert **ordinal number**] day of [insert **month**], [insert **year**]

¹ In the case of the Bid submitted by a Joint Venture specify the name of the Joint Venture as Bidder. In the event that the Bidder is a Joint venture, each reference to "Bidder" in the Beneficial Owner Disclosure Form (including this Introduction thereto) shall be read to refer to the Joint venture member.

² Person signing the Bid shall have the Power of attorney given by the Bidder. The power of attorney shall be attached with the Bid Schedules.

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