NATIONAL CONSTRUCTION INDUSTRY COUNCIL
PRIVATE BAG A146
LILONGWE

REQUEST FOR QUOTATIONS (FOR WORKS)

Procurement Number: P/WORKS/GUARDHSE/24/25

To: .....
.....
.....

Date: 18/09/2024

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**
   -CONSTRUCTION OF A GUARD HOUSE
2) Works are to commence by: **7*days*** from the date of order.
3) Works to be completed by: **4 weeks** from the date of order.
4) Quotations must be valid for **30 *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 AM** on **25th September 2024.**
7) Quotations must be returned to: **The IPDC Chairperson**
   National Construction Industry Council
   P/Bag A146
   Lilongwe 3

   The attached Activity Schedule Admeasurement (for contracts where payment is based on measured works) 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 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.
8) 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: ..... Date: **18th September 2024**

Name: **Eng. Gerald T. Khonje** Title/Position: **Chief Executive Officer**

For and on behalf of the Procuring Entity

National Construction Industry Council

Procurement Number: P/WORKS/GUARDHSE/24/25.

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.

SECTION B: QUOTATION SUBMISSION SHEET

1) Currency of Quotation: Malawi Kwacha
2) Works will commence within .....days/weeks/months from date of Purchase Order.
3) Works will be completed by .....days/weeks/months from date of Purchase Order
4) Validity period of this quotation is .....days 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 updated Trading Licence from the registrar of companies
   - (iii) A copy of updated Annual Tax Clearance Certificate.(for the last financial year)
   - (iv) Copies of Registration Certificate of NCIC
   - (v) Copy of Certificate of PPDA
   - (vi) Experience of a firm in related works performed (copies of contracts, LPO/ or completion certificates of three similar works executed before)
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): .....

.....

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.

National Construction Industry Council

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SECTION C: ACTIVITY SCHEDULE (TO BE PRICED BY BIDDER)SECTION C: SCHEDULE OF RATES AND PRICES (TO BE PRICED BY BIDDER)

For Contracts where Payment is to be based on Quantities of Work actually performed at the unit rates quoted

Item No.	Description of Work	Unit of Measure	Estimated Quantity	Unit Price in Kwacha	Total Price in Kwacha
1	***CONSTRUCTION OF A GUARD HOUSE***	Each	1`		
	See attached BOQ for detailed works				
			Total Estimated Price		

The following attachments are appended to clarify the Description of Work:
[*List each attachment e.g. drawings and detailed technical specifications*]

Authorised By:

Signature: _____ Name: _____

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

Authorised for and on behalf of:

Company: _____

National Construction Industry Council

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SUBSTRUCTURE

	Refer SMM paragraph F19(a). It has been assumed that strip footings, bases, beds and the like within the ground will be poured against natural ground. If formwork is required to such surfaces, the contractor must include for same in his excavations/concrete rates				
	EXCAVATION				
	Excavation/Filling (Provisional)				
A	Excavate trench from reduced level for strip footings 0 to 1500mm deep	15	m3		
B	Ditto, for slab thicknessing (0.20m3)	1	item		
C	Selected earth filling, deposited, spread and compacted in 150mm layers around foundations	10	m3		
	Rock excavation (Provisional)				
D	Extra over excavation for excavating in rock	3	m3		
	Disposal (Provisional)				
E	Surplus excavated material from excavations, transported a distance average 100 linear metres from excavations and deposit in spoil heaps on site	12	m3		
	Hardcore filling to pass a 50mm ring all ways				
F	150mm Thick (consolidated) filling well compacted and rolled	70	m2		
	Sand blinding				
G	50mm Bed of sand on hardcore rolled to receive damp proof membrane	70	m2		
	Damp proof membrane				
H	250 Microns (500 gauge) polythene damp proof membrane with welted joints, lapped 150mm at joints and laid on blinded hardcore	70	m2		
	Ant treatment				
I	Saturate surface of hardcore and top of brick walls and stub columns with approved ant repellant	70	m2		
	Sundries				
J	Allow for keeping excavations free from water	Item			
K	Allow for planking and strutting to sides of excavations	Item			

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				SUBSTRUCTURE	
	CONCRETE WORK				
	Plain in-situ concrete (Class 21N/mm2/20mm)				
A	Strip footings	12	m3		
B	Slab thicknessing (provisional) (0.20m3)	1	item		
	Reinforced vibrated in-situ concrete (Class 25N/ mm2/20mm)				
C	150mm Thick horizontal bed, laid in bays generally 4 square metres, including formwork to construction joints	72	m2		
	Reinforcement				
D	Hard drawn mild steel fabric reinforcement (Ref A98) weighing 1.54kg/m2 in beds	72	m2		
	Sawn formwork				
E	Edge of slab, 75 to 150mm wide	16	m1		
	BRICKWORK (PROVISIONAL)				
	Loadbearing common bricks, bedded, jointed and pointed in cement mortar (1:4)				
F	One brick wall in English bond, reinforced with one layer of "Brickforce" reinforcement every third course	105	m2		
G	230 x 230mm Attached piers, ditto	16	m1		
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SUBSTRUCTURE

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ROOF

	ROOFING				
	Roof Coverings				
	"IBR" Chromadek roofing				
A	28 Gauge prepainted IBR profile prefinished steel cladding, laid with one flute side laps and 300mm minimum end laps, fixed to timber purlins with and including roofing nails (purlins generally at 1500mm centres), and side laps with 6 x 25mm sheet bolts at 600mm centres. All fixings to be complete with bitumen and flat galvanised steel washers to manufacturer's specifications	30	m2		
B	28 Gauge x 600mm girth cranked ridge capping	24	m1		
C	Side wall flashing, 450mm girth	6	m1		
D	Extra over for vapour barrier sheet	30	m2		
	CARPENTRY				
	Roof trusses				
	Treated sawn softwood timber				
	Framed sawn softwood timber roof trusses erected at eaves level and hoisted approximately 3000mm from ground level				
E	50 x 150mm Top chord	204	m1		
F	50 x 150mm Bottom chord	159	m1		
G	50 x 100mm Ties and struts	160	m1		
H	50 x 100mm King post	23	m1		
	Unframed				
	Treated sawn softwood				
I	50 x 75mm battens	252	m1		
J	50 x 100mm wall plate	55	m1		
	Sundries				
K	10mm diameter bar 1500mm girth twice bent with one end built into concrete ring beam and other end wrapped around roof timber	50	No		
	To Summary			K	

EXTERNAL AND INTERNAL WALLS

	Sawn formwork				
D	Sides and soffit of beams	30	m2		
	Reinforcement (provisional)				
E	8mm Diameter mild steel rod reinforcement (provisional)	100	kg		
F	12mm Diameter deformed high yield mild steel rod reinforcement (provisional)	380	kg		
	BRICKWORK				
	Selected loadbearing common bricks bedded and jointed in gauged mortar (1:1:6) -				
G	Half brickwall in stretcher bond, reinforced with one layer of "Brickforce" reinforcement every fourth course	54	m2		
H	One brick wall in English bond, ditto	34 30	m2		
I	Half brick eaves filling, 300mm high, splay cut and fitted and wedged to underside of IBR roofing	51	m1		
J	230 x 230mm Attached piers	60	m1		
	Damp proof course				
K	3 Ply malthoid damp proof course 230mm wide, laid under brickwork	81	m1		
L I					

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WINDOWS AND DOORS

	CONCRETE WORK				
	Precast vibrated insitu vibrated concrete (Class 21N/mm2/ 10mm bedded, jointed and pointed in cement mortar 1:3				
A	65 x 275 x 1080 mm Long sill, splay rebated once grooved and two edges chamfered, finished fair on all exposed surfaces and built into brickwork,include form work	4	No		
	JOINERY				
	Unless otherwise stated, all timber is hardwood				
	Doors				
	Framed, ledged, braced and battened doors shall be constructed having 45 x 100mm stiles top, centre, bottom rail and bracing, grooved, morticed, tenoned and glued together clad one side with 25 x 100mm tongued and grooved "v" jointed boarding				
I	900 x 2030mm High gluelam panelled door	4	No		
	Door and window frames				
	The following in Gluelam bluegum or treated hardwood				
K	40 x 120mm Frame	20	m1		
C	20 x 50mm Bead, fixed with brass screws and cup washers at 300mm centres	20	m1		
D	20 x 40mm Louvre stop, splayed	48	m1		
	METALWORK				
	Insect gauze				
E	Metal insect gauze, stretched taut and fixed to timber	32	m2		
	Louvre frames				
	"Zenith" mild steel zinc plated adjustable louvre frames, finished with aluminium lacquer, fitted with clips to receive 4mm glass louvres and screw fixed to timber				
F	Pair 5No blade louvre frames	20	No		

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	Burglar bars		
H	12mm Diameter mild steel burglar bars, set in bored timber	93 m1	
	Fixing lugs		
I	2 x 40 x 150mm Girth mild steel lugs, twice bent, one end fishtailed and countersunk screw fixed to timber. Built into brickwork	152 No	
	GLAZING		
	Clear sheet glass		
J	4mm Glass, fixed to metal with mastic putty, in panes, 0.10 to 0.50m2	8 m2	
K	4mm Glass louvre, 150mm wide, ground smooth on two long edges and inserted in louvre frame	304 m1	
	Obscure sheet glass		
L	4mm Glass louvre, 150mm wide, ground smooth on two long edges and inserted in louvre frame	24 m1	
	Burglar bars		
H	12mm Diameter mild steel burglar bars, set in bored timber	93 m1	
	Fixing lugs		
I	2 x 40 x 150mm Girth mild steel lugs, twice bent, one end fishtailed and countersunk screw fixed to timber. Built into brickwork	152 No	
	GLAZING		
	Clear sheet glass		
J	4mm Glass, fixed to metal with mastic putty, in panes, 0.10 to 0.50m2	8 m2	
K	4mm Glass louvre, 150mm wide, ground smooth on two long edges and inserted in louvre frame	304 m1	
	Obscure sheet glass		
L	4mm Glass louvre, 150mm wide, ground smooth on two long edges and inserted in louvre frame	24 m1	

To Collection K

	PAINTING AND DECORATING			
	Prepare, knot, stop, prime and apply one undercoat and finishing coats of full gloss enamel on			
A	Timber flush panel doors	19	m2	
	Prepare, knot, stop, seal and apply two coats of polyurethane on			
B	Timber framed, ledged, braced and battened doors (measured overall)	44	m2	
C	Timber frames 200 to 300mm girth	0	m1	
D	Ditto, 0 to 100mm girth	152	m1	

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				WINDOWS AND DOORS
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IRONMONGERY

	Unless otherwise stated, fixing is to timber				
	Doors				
A	"Union CZ682-24-52CH" 3 lever lockset and furniture set	32	No		
B	Indicator bolt	22	No		
C	Rubber door stop, fixed to concrete/blockwork	16	No		
D	100mm brass butt hinges	16	Pr		
E	"Union AL-8722" rubber tipped hat and coat hook	12	No		
	Sundries				
F	600 x 12mm Diameter CP towel rail, ditto	2	No		
	Provisional sum				
G	Allow the provisional sum of K50,000.00 (Fifty thousand Kwacha) for additional ironmongery		item		50,000.00
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	WALL FINISHES				
	INTERNAL				
	PLASTERWORK				
	15mm Rendering (1:4) cement and sand finished with a final coat of lime putty, steel trowelled				
A	Brick/concrete walls	32	m2		
B	Ditto in narrow width	3	m2		
	15mm Rendering (1:4) cement and sand finished to receive tiles				
C	Brick/concrete walls	2	m2		
	PAINTING AND DECORATING				
	Prepare and apply one coat PLASCON Plaster Primer and two coats of PLASCON interior Ivory White (Y4-B2-3) paint or similar approved				
E	Rendered walls	32	m2		
	EXTERNAL				
	BRICKWORK				
F	Point in cement and sand mortar (1:4) weathered horizontal and protruding perpendicular joints of brickwork	50	m2		
G	Ditto in narrow width	2	m2		
	PLASTERWORK				
	15mm Rendering (1:4) cement and sand finished with a wood float				
H	Brick/concrete walls	50	m2		
I	Brick/concrete walls (provisional)	20	m2		
	PAINTING AND DECORATING				
	Prepare and apply one coat PLASCON Plaster Primer and two coats of PLASCON exterior Ivory White (Y4-B2-3) paint or similar approved				
J	Rendered walls	20	m2		
	To Collection			K	

				WALL FINISHES	
	PAINTING AND DECORATING				
	Prepare and apply two coats of styrene acrylic emulsion clear sealer on				
A	Brick walls	50	m2		
	Prepare and apply two coats of black bituminous paint on				
B	Rendered walls (provisional)	22	m2		
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FLOOR FINISHES

INTERNAL AND EXTERNAL

PLASTERWORK

Granolithic (1:3) cement and sand screed finished with a steel trowel

A	20mm Thick to concrete slab	64	m2
B	100mm High skirting with small cove at bottom and "V" joint to junction of rendering	24	m1

PAINTING AND DECORATING

Washdown, clean and apply two coats of wax polish on

C	Screeded floors	30	m2

To Summary K

	JOINERY FITTINGS (ALL PROVISIONAL)			
	PROVISIONAL SUM			
A	Allow the provisional sum of **K1,000,000.00 (One Million Kwacha only)** for joinery fittings all to Architect's Specifications	Sum		1,000,000.00
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