



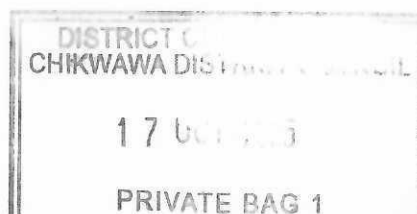
INVITATION FOR REQUEST FOR PROPOSAL (RFP)

Subject of Procurement	2025-2026 EU UCHI PROJECT
Date of Issue	FRIDAY 17 th October 2025

1. Chikwawa District Council has budgeted funds under ULIMI NDI CHILENGEDWE PROGRAMME (UCHI) for the implementation of Consultancy Services for Baseline Study and expenditure verification (Audit Services) for the Ulimi ndi Chilengedwe UCHI Programme in the District and intends to apply some of funds for the consultancy service listed Below under Request for Proposal Procedure from Eligible Consultancy Firms.
2. Chairperson, Internal Procurement & Disposal of Assets Committee, Chikwawa District Council now invites sealed proposals from prospective consultancy firms for the Consultancy services listed below:

Lot No.	Description	Reference No
1	Provision of Expenditure Verification of a Grant Contract External Action of the European Union	CKDC/UCHI/IPDC/AUDITING-SERVICES/2025/10/01
2	Provision of Baseline Study for the Ulimi ndi Chilengwedwe (UCHI) Programme	CKDC/UCHI/IPDC/BASELINE/2025/10/02

3. Bidding will be conducted in accordance with Request for Proposal procedures contained in the Public Procurement Laws and Regulations of the government of the Republic of Malawi and open to all consultant firms.
4. **The basics for Bid evaluation and contract award will be by individual lot. No Consultant firm shall be awarded more than one lot.**



5. Interested eligible consultant firms may obtain further information from Chikwawa District Council and inspect the Request for Proposals at the address given below at clause 7 (a) from 8am to 12 -00; 13.00 to 16.00 hours' local time (Monday to Friday), except National Public holidays
6. **A Complete SET of Request for Proposal with Terms of References in English May Be purchased by interested firms at a Non-Refundable Fee of Mk 30,000 (Chikwawa District Council Cash Office) followed by the collection of the document from the address indicated below starting from 17th October 2025, during working hours.**
7. Proposals must be deposited in the Tender Box, at the address below at 7 (c) at or before 2:00 hour's local time on **Friday, 31st October 2025**. Late Bids shall be rejected. Bids will be opened in the presence of bidder's representatives, who choose to attend at the address below at 7 (c) at 2.00 hours, local time on **Friday 31st October 2025**.
8. a) Documents may be inspected and issued at: The Procurement & Disposal Unit
b) Documents must be submitted to:
**The Chairperson Internal Procurement & Disposal of Assets Committee
Chikwawa District Council
Private Bag 1
Chikwawa**
c) Address of Bid Opening
Council Chamber

The Chairperson
Internal procurement and Disposal Committee
Chikwawa District Council
Private Bag 1
Chikwawa District Council

