



INVITATION FOR BIDS

PROVISION OF PROPERTY MANAGEMENT SERVICES

PROCUREMENT REFERENCE NO: SFFRFM/NCB/S/2025-26/02

DATE OF ISSUE: 7TH OCTOBER, 2025

1. The Smallholder Farmers Fertilizer Revolving Fund of Malawi (SFFRFM) invites sealed bids from eligible and qualified bidders for the **Provision of Property Management Services**
- 2 Bidding will be conducted through **National Competitive Bidding (NCB)** procedures as contained in the **Public Procurement and Disposal of Public Assets Act, 2025** and its subsidiary Regulations and is open to all interested bidders in Malawi.
- 3 Interested eligible bidders may obtain further information from SFFRFM and inspect the Bidding Documents during working days at the address given provided in **8(i)** below from **07:30 hours to 12:00 noon** and **13:00 hours to 16:30 hours**.
- 4 A complete set of Bidding Documents in English may be purchased and collected by interested bidders at the address given under item **8(i)** below, upon payment of a non-refundable fee of **MK15,000.00** in cash or bank certified cheque.
- 5 Bids shall be valid for a period of **120 days** from the deadline for bid submission. All bids must be accompanied by a Bid Securing Declaration.

- 6 Bids, in sealed envelopes clearly marked “**Provision of Property Management Services**” must be delivered to the address under item 8 (ii) below and deposited into the Tender Box by bidders or their representatives **on or before 14:00 hours local time, Monday, 27th October, 2025**. Electronic submission of bids will not be acceptable. Late bids shall be rejected.
- 7 Bids will be opened publicly in the presence of the bidders or their representatives, who choose to attend at the address under item 8 (iii) below at **14:00 hours local time on Monday, 27th October, 2025**
- 8 (i) **Address for Inspection, Clarification and Purchasing of Bidding Documents**
- Procurement and Asset Disposal Manager
Smallholder Farmers Fertilizer Revolving Fund of Malawi
Ulimi House
Cnr Glyn Jones/Sharpe Roads
P.O. Box 2505
Blantyre
- (ii) **Address for Submission of Bids**
- The Chairperson
Internal Procurement and Disposal Committee
Smallholder Farmers Fertilizer Revolving Fund of Malawi
Ulimi House
Cnr Glyn Jones/Sharpe Roads
Blantyre
- (iii) **Address for Opening of Bids**
- Boardroom
Smallholder Farmers Fertilizer Revolving Fund of Malawi
Ulimi House
Cnr Glyn Jones/Sharpe Roads
Blantyre