



KASUNGU DISTRICT COUNCIL

INVITATION FOR PROPOSAL

REQUEST FOR PROPOSAL

1. **Kasungu District Council** received funds from European Union under UCHI project in the year **2025** for implementation of various projects in the district. The council has budgeted these funds to be used for the procurement of consultancy services as specified below, and now invites sealed bids from eligible bidders for the provision of these services under **RFP**:

ITEM NO	DESCRIPTION OF GOODS	PROCUREMENT REFERENCE
1	Procurement of baseline study	KUDC/IPDC/2526/133UCHI

2. Bidding will be conducted in accordance with the request for proposal procedures contained in the Public Procurement Law and Regulations of the Government of Malawi and is open to all bidders from eligible source countries.
3. Interested eligible bidders may obtain further information from **Kasungu District Council** and inspect the bidding documents at the address given below at 6(a) from **8:00am to 16:30pm**.
4. A complete set of Bidding Documents in English may be purchased by interested bidders' application to the address below at 6(b) and upon payment of a non-refundable fee. The method of payment will be **cash, and ensure you register your company in the bid purchase register at procurement office upon issuance of General Receipt from Accounts**.
5. Bids must be delivered to the address below at 6(c) at or before **10:00am 21st October 2025**. **All bids must be accompanied by a bid securing declarations**.⁷ Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 6(d) at **10:00am, 21st October 2025**
6. (a) Address documents may be inspected at: **PDU, Kasungu District council, Private Bag 1, Kasungu**

(b) Payment of a non-refundable fee issued from: **Cashier's Office, Kasungu District Council, Private Bag 1 Kasungu**
(c) Address Bids must be delivered to: **The chairperson, IPDC, Kasungu District Council, Private bag 1, Kasungu,**
(d) Address of Bid Opening: **Council Chamber, Kasungu District Council, Private Bag 1, Kasungu**
Phone: +265(0)884355811 or +265(0)995386530 or aaronkamowa.ak@Gmail.com

The Chairperson

**Internal procurement and Disposal Committee
Kasungu District Council
Private Bag 1
KASUNGU**

DATE OF ISSUE: 3rd October, 2025

Note: This advert is also on PPDA website