



Our Ref:

Your Ref

Tel/Fax:

NTCHISI DISTRICT COUNCIL
P.O BOX 1
NTCHISI
MALAWI

All replies to be addressed to
The District Commissioner

DATE: 14th November, 2024

REQUEST FOR QUOTATIONS (FOR GOODS)

Procurement Number: NSDC/2509/11/24/521

/

To:

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:

1) Description of Supply and Delivery

SUPPLY AND DELIVERY OF MEDICAL EQUIPMENT FOR CHINKHANDE
MARTERNITY WING UNDER GESD PROJECT

2) Quotation prices should be based on:

For goods supplied from within Malawi; EXW – insured and delivered to **Ntchisi District Council, P.O Box 1, Ntchisi**

3) The delivery period required is 5 days from date of order.

4) Quotations must be valid for 30days from the date for receipt given below.

5) The warranty/guarantee offered shall be:

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: 14:00hours on 22-11-2024

8) Quotations must be returned to: The Chairman Internal Procurement and Disposal Committee, Ntchisi District Council P.O Box 1, Ntchisi. Attention: Procurement and Disposal Officer

9) The attached Schedule of Requirements at 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) [List any other requirements e.g. the provision of samples]

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 item or by total through the issue of a Local Purchase Order.

Signed:

Name; Sipiwe Banda

Title/Position: **Procurement Officer**

Ntchisi District Council

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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:Evening/weeks/months from date of Purchase Order.
- 3) The validity period of this Quotation is: days from the date for receipt of Quotations.
- 4) Warranty period (where applicable):..... months.
- 5) We attach the following documents:
 - i. Section C of the Request for Quotations completed and signed;
 - ii. A copy of our Trading Licence,
 - iii. A valid copy of Tax Clearance Certificate
 - iv. A valid copy of PPDA Certificate
 - v. Images of the equipment
- 6) We confirm that our quotation is based on the terms and conditions stated in your Request for 9Quotations 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.

Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorised for and on behalf of:

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 quotation may be rejected.

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

Item No	Description of Goods (Attach detailed specification if necessary)	Unit of Measure	Quantity	Delivered Unit Price Kwacha	Delivered Total Price Kwacha
1	<p>Sanitary Fittings</p> <ul style="list-style-type: none"> • Slop hopper combination product code 751599, Vaal Sanitary ware vitreous chin 104 degrees' outlet slop hopper available with LH or RH sink waste connection, lab sink and drainer, vitreous china 11 litre high level cistern complete with lid, fitments, C.P flush pipe and bracket <p><u>Components</u></p> <ul style="list-style-type: none"> • 104 degree's outlet slop hopper 405 x 530 x 360 mm, complete with resin pads, C.P • Bucket grating and PVC junction pan connector • Lab sink 600 x 400 x 200 mm (Code 2361) with 38mm C.P waste (86 mm flange, 89 mm tail piece) plug and chain (code 8783Z0) with outlet, cap and liner, PVC bottle trap and 4 x levelling plates (Code 8123Z0) • Protea 11 litre high level cistern complete fittings and chain (Code 7102HL) • C.P flush pipe and holder bat (Code 1710Z2) <p><u>Accessories (Order separately)</u></p> <ul style="list-style-type: none"> • 1 x C.P. 13 mm wall type combined mixer supply fitting with lever handles, flexible tube jet nozzle, and wall hook (Cobra code 518-21) 	Each	1		
				Sub-Total	
				Add 16.5% VAT	
				Add 1% PPDA Levy	
				TOTAL	

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The following attachments are appended to clarify the Description of Goods:

[List any attachments providing additional specification of the goods required]

Authorised By:

Signature: _____ Name: _____

Position: _____ Date: _____

(DD/MM/YY)

Authorised for and on behalf of:

Company: _____

The Bidder is to complete column c with the technical specification of the item(s) offered and to state whether the offered items "comply" or do "not comply" giving details of the areas of non-compliance.