



Republic of Malawi

Ministry of Finance and Economic Affairs

Invitation for Bids for Supply and Delivery of Motor Vehicles and a Generator

Tender Reference Number: NCB/270/IPDC/MoF/G/25-26/07

Date of Issue: 9th August, 2025

1. The Ministry of Finance and Economic Affairs has budgeted public funds to be used for procurement of the above referenced goods and now invites sealed bids from eligible bidders for the Supply and Delivery of Motor Vehicles and a Generator as per table below.

Lot No.	Description	Quantity	Unit of Measure
1	4 x 4 Station Wagon	1	Each
2	4 x 4 SUV (Automatic)	1	Each
3	4 x 4 SUV (Manual)	1	Each
4	4 x 4 Double Cab Pickup with Canopy (Automatic)	3	Each
5	4 x 4 Double Cab Pickup with Canopy (Manual)	1	Each
6	150KVA sound proof generator	1	Each

2. Bidding will be conducted in accordance with the National Competitive Bidding (NCB) procedures contained in the Government of Malawi's Public Procurement Legal Framework and is open to all eligible bidders.
3. Interested eligible bidders may obtain further information from Ministry of Finance and Economic Affairs and inspect the bidding documents at the address given below at 7(a) during working days from 8.00am to 12.00pm and from 1.00pm to 4.00pm.

4. A complete set of Bidding Documents documents in English may be purchased by interested bidders or their representatives at **Cash Office** upon payment of a non-refundable fee of **Five Thousand Malawi Kwacha (MK5,000.00)** and collected from the **Procurement Office** at the address given below at 7(a) during working days from 8.00am to 12.00pm and from 1.00pm to 4.00pm. The method of payment will be **Cash**.
5. The proposals, clearly marked on the outer envelope with the Procurement Reference Number above, the Bidder's name and the name of the Procuring Entity must be delivered to the address at 7(b) below and deposited in the tender box located on the **First Floor, Ministry of Finance and Economic Affairs, Capital Hill, Lilongwe** at or before **10:00 hours local time on 29th August, 2025**.

Proposals will be opened in the presence of the bidders' representatives who choose to attend at the address shown at 7(c) below at **10:00 hours local time on 29th August, 2025**.

6. Ministry of Finance and Economic Affairs does not bind itself to accept the lowest or any other bid and reserves the right to cancel the whole or in part of the procurement proceeding at any stage.
7. The addresses referred to above are:
 - (a) Address for Inspection of Bidding Documents:
The Procurement and Disposal Unit
Ground Floor, Room Number 36, Ministry of Finance and Economic Affairs,
P.O. Box 30049
Capital Hill,
Lilongwe, Malawi.
Email Address: mercykulima@yahoo.com; diana_mkandawire@yahoo.com;
Phone: 0991 688 820; 0994 335 325
 - (b) Address for Submission of Bids:
The Chairperson, Internal Procurement and Disposal Committee,
Ground Floor, Ministry of Finance and Economic Affairs, Tender Box
P.O. Box 30049,
Capital Hill,
Lilongwe, Malawi.
 - (c) Address for Bid Opening:
1st Floor, Ministry of Finance Main Conference Room,
Capital Hill,
Lilongwe, Malawi.

The IPDC Chairperson
Ministry of Finance and Economic Affairs