INVITATION FOR BIDS (IFB)

FOR THE PROCUREMENT OF 30 -32 SEATER MINIBUS AND 4 X 4 DOUBLE CABIN MOTOR VEHICLE

BY NATIONAL COMPETITIVE BIDDING (NCB)

1. The Malawi Bureau of Standards (MBS) is a statutory organization established in 1972 by an Act of Parliament, Cap 51:02 (revised as Act No. 14 of 2012), with a mandate to promote metrology, standardization and quality assurance of commodities and of the manufacture, production, processing or treatment thereof; and further to provide for matters incidental to, or connected with standardization.

2. The MBS now invites sealed bids from eligible Bidders for the procurement of 30 -32 seater minibus and 4 x 4 double cabin motor vehicle as indicated below:

<table>
<thead>
<tr>
<th>NO.</th>
<th>Description of Item</th>
<th>Quantity</th>
<th>Reference number</th>
<th>Delivery period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot 1</td>
<td>Supply and Delivery of 30 -32 seater Minibus</td>
<td>1</td>
<td>MBS/MV/19/11</td>
<td>6-8 Weeks</td>
</tr>
<tr>
<td>Lot 2</td>
<td>Supply and Delivery of 4 x 4 Double Cab Motor vehicle</td>
<td>1</td>
<td>MBS/MV/19/11</td>
<td>6-8 weeks</td>
</tr>
</tbody>
</table>

3. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act 2017 and Regulations of the Government of the Republic of Malawi and is open to all eligible bidders.

4. Interested eligible bidders may obtain further information from Malawi Bureau of Standards Moirs Road, P.O. Box 946, Blantyre and inspect bidding documents at the address given below at 7(a) from 08:00hrs to 16:00hrs local time from Monday to Friday except on public holidays.

5. A complete set of bidding documents in English may be purchased by interested bidders upon a payment of a non-refundable fee of MK5,000.00. The method of payment is strictly cash or bank certified cheque. The document will have to be collected in person and no liability will be accepted for loss or late delivery.

6. (a) Bids must be delivered to the address below at 7(b) at or before **14:30hrs local time on Wednesday, 12th February, 2020**.
   The Bid security for the tender for supply and delivery of Double Cabin motor vehicles is **MK 300, 000.00**.

   (b) Bids will be opened in the presence of bidders and/or their representatives and members of the general public who chose to attend the opening of the bids at **14:30hours local time on Wednesday, 12th February, 2020**

7. (a) The address for inspection and purchasing of bidding documents is;
Procurement Office
Malawi Bureau of Standards
Moirs Road
P.O. Box 946
Blantyre.
Email: chikondimadona@mbsmw.org

(b) The address for delivery and submission of bids is:

The Chairperson
Internal Procurement and Disposal Committee
Malawi Bureau of Standards
Moirs Road
P.O. Box 946
Blantyre.

8 It is the responsibility of each bidder to ensure that bids are submitted in accordance with “instructions to bidders” in the bidding documents, as non-compliance to the instructions will lead to disqualification and rejection of the bid.

9 Bids in sealed envelopes clearly marked with the appropriate tender descriptions as the case may be should be deposited in a tender box placed at the Malawi Bureau of Standards Main Reception addressed to the address at 7(b) above.

10 Bids shall remain valid for a period of 90 days after bid opening.

11 Malawi Bureau of Standards does not bind itself to accept the lowest or any bid, but reserves the right to exercise choice of the substantially responsive bid, provided that the bidder is determined to be qualified to perform the contract.