

ELECTRICITY SUPPLY CORPORATION OF MALAWI LTD



INVITATION FOR BIDS (IFB)

FOR
SUPPLY AND DELIVERY OF GOODS AND SERVICES ON FRAMEWORK
AGREEMENT AND ONCE OFF CONTRACTS FOR 2020-2021
BY
NATIONAL COMPETITIVE BIDDING

DATE OF ISSUE WEDNESDAY 29TH JULY 2020

1. The Electricity Supply Corporation of Malawi Limited (ESCOM) has budgeted funds for the procurement of **Goods and Services**. The Chairman, Internal Procurement and Disposal Committee now invites sealed bids from eligible bidders for the **Supply and Delivery of the Goods and Services** as follows:

No.	Description	Tender Number	Duration	Delivery
1	Supply and Delivery of Toilet Tissues on Framework Contract Agreement	ESC011/NCB/G/ FY2020-21	12 months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
2	Supply and Delivery of Stationery Supplies Lot 1 – General Stationery & Lot 2 – Toners on Framework Contract Agreement	ESC012/NCB/G/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
3	Supply and Delivery of Oils & Lubricants on Framework Contract Agreement	ESC013/NCB/G/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
4	Supply and Delivery of ICT Equipment on Framework Contract Agreement	ESC014/NCB/G/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
5	Supply and Delivery of Office Furniture - Chairs	ESC015/NCB/G/ FY2020-21	4 – 6 Weeks	Stores Unit -ESCOM Power Station Chichiri, Blantyre
6	Supply and Delivery of General Hardware – Building & Plumbing Materials	ESC016/NCB/G/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
7	Supply and Delivery of Motor Vehicle Tyres and Tubes	ESC017/NCB/G/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre
8	Provision of Customs Clearing and Freight Forwarding Services	ESC018/NCB/S/ FY2020-21	12 Months	Stores Unit -ESCOM Power Station Chichiri, Blantyre

9	Provision of Motor Vehicle Hiring Services (Re-advertised)	ESC001/NCB/S/ FY2020-21	12 Months	ESCOM Sites in Southern, Central and Northern Regions
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2. Bidding will be conducted in accordance with open tendering procedures contained in the Public Procurement Laws and Regulations of the Government of the Republic of Malawi and is open to all eligible bidders.
3. Interested eligible bidders may obtain further information and inspect the Bidding Documents from **ESCOM's Procurement and Disposal Unit** at the address given in paragraph 6(a) below from **08:00 to 12:00 hours, 13:00 to 16:00 hours local time (Monday to Friday)** except national public holidays.
4. A complete set of Bidding Documents in English language may be purchased by interested bidders at 6(b) below upon payment of a non-refundable fee of Five Thousand Kwacha (**MWK5, 000.00**). The method of payment will be cash.
5. Sealed bids, clearly marked on the outer envelope with "**Tender Description and Reference Number**" must be deposited in the Tender Box at address at 6(c) **below at or before 10.00 a.m. (local time) on Monday 31st August 2020**. All bids must be accompanied by a **Duly Signed Bid Securing Declaration Form**. Late Bids will be rejected and returned to the bidder unopened.
6. The addresses referred to above are:
 - (a) *Inspection and Issue of Bidding Document:*
Procurement and Disposal Unit
ESCOM House, Annex Building, Second Floor
9 Haile Selassie Road
Blantyre
 - (b) *Purchase of Bidding Document:*
Accounts Office
ESCOM, Umoyo House, Third Floor
Victoria Avenue
Blantyre
 - (c) *Submission of Tender Documents:*
ESCOM House Annex Building
Tender Box situated at IT Reception
9 Haile Selassie Road, P.O. Box 2047
Blantyre
 - (d) *Opening of Tender Documents:*
Malawi Sun Hotel

Blantyre
7. It is the responsibility of each bidder to ensure that the bids submitted are in accordance with the 'Instruction to Bidders' contained in the Bidding Document, non-compliance to the instructions will lead to disqualification and rejection of the bid.
8. Opening of Bids shall commence at **10:00a.m. (local time) on Monday, 31st August, 2020, 2020 at Malawi Sun Hotel**, interested bidders, their representatives and the general public are welcome to attend.

9. ESCOM is not in any way bound to accept the lowest or any bid but reserves the right to exercise choice of the lowest evaluated, substantially responsive bid and procurement proceedings may be cancelled at any stage.