



**Malawi
Revenue
Authority**

INVITATION TO BID

SUPPLY AND DELIVERY OF VARIOUS GOODS UNDER FRAMEWORK AGREEMENT-PROMOTIONAL MATERIAL

NATIONAL COMPETITIVE BIDDING PROCUREMENT REFERENCE NUMBER: MRA/PROMOTIONAL/Framework/06/01/2026

DATE OF ISSUE: 6TH JANUARY,2026

1. The Malawi Revenue Authority (MRA) is an agency responsible for the collection and accounting of tax revenue on behalf of the Malawi Government. The Authority has budgeted funds for the procurement of various Goods (Promotional Material) to be used for various promotional activities.
2. The Authority now invites sealed bids from eligible and qualifying suppliers for the supply and delivery of goods under Framework Agreement for a period of 12 months as follows:

LOT	Description of Goods	Delivery Period	Delivery Point
1	Designing, Printing and Delivery of IEC Materials	7 days after issuance of LPO	MRA warehouse -Ginnery Corner
2	Supply and Delivery of Promotional Materials	7 days after issuance of LPO	MRA warehouse-Ginnery Corner
3	Supply and Delivery of Sports Equipment	7 days after issuance of LPO	MRA warehouse -Ginnery Corner
4	Supply and Delivery of Name Tags, Employee Identity Cards and Business Cards	7 days after issuance of LPO	MRA warehouse-Ginnery Corner
5	Supply and Delivery of Snap Frames, Framing and Installation	7 days after issuance of LPO	MRA warehouse-Ginnery Corner

3. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act (2025) of the Government of the Republic of Malawi and is open to all bidders from eligible source countries.
4. A complete set of the bidding document shall be acquired upon payment of a non – refundable fee of **K10,000.00 (Ten Thousand Malawi Kwacha)** in cash or bank certified cheque or any convertible currency. Bidding documents may be purchased from the **Cash Office, Room 123 on floor number 1 of Msonkho House, Blantyre.**
5. Requests for clarification from bidders to MRA shall be made no later than 20th January 2026.
6. Bids must be deposited in the tender box on the **Ground floor reception, MRA Msonkho House, Blantyre** at or before **15:00 hours, local time on 26th January 2026.** Late bids shall be rejected. Bids shall be opened in the presence of the bidders' representatives, who choose to attend the opening proceedings at **15:00 hours on 26th January 2026.**
7. Bids in sealed envelopes clearly marked and indicating the procurement reference number: **MRA/Promotional/Framework/06/01/2026** should be addressed to:-

**The Chairperson
Internal Procurement and Disposal Committee
Malawi Revenue Authority, Msonkho House
Private Bag 247, Blantyre**

MRA reserves the right to reject any or all the bids and is **not bound** to accept the lowest or any bidder