



Malawi Revenue Authority

INVITATION TO TENDER

INVITATION TO TENDER FOR THE PROVISION OF MOTOR VEHICLE SERVICE AND MAINTENANCE AT PRIVATE GARAGES FOR A PERIOD OF ONE YEAR

PROCUREMENT REF: MRA/MVSM/AF/2020/09/01

1. The **Malawi Revenue Authority** is an agency responsible for collection and accounting for tax revenue on behalf of the Malawi Government. The Authority has budgeted funds for the procurement of provision of motor vehicle service and maintenance at private garages for a period of one year.
2. The Chairperson of the Internal Procurement and Disposal Committee now invites tax compliant service providers for the provision of motor vehicle service and maintenance at private garages as described below:

Lot No.	Description	Sites (Regions)
1	Provision of motor vehicle maintenance or routine service.	North, Centre, South
2	Provision of motor vehicle auto electrical maintenance.	North, Centre, South
3	Provision of panel beating, spray painting and wind screen repair services.	North, Centre, South
4	Provision of car or engine wash services.	North, Centre, South
	Provision of motor vehicle emergency recovery service.	North, Centre, South

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 bidders from Malawi.
4. A complete set of the bidding document shall be acquired upon payment of a non -refundable fee of **K5, 000.00 (Five Thousand Kwacha only)** in cash or bank certified cheque. Bidding documents may be purchased from the **Cash Office, Room 123, on Floor Number 1, MRA Msonkho House, Blantyre**.
5. Bids must be deposited in the Tender box on Second Floor Reception, MRA Msonkho house, Blantyre at or before **15:00hrs** local time on **Friday, 2nd October 2020. 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 hrs on Friday, 2nd October, 2020.**
6. Bids in sealed envelopes clearly marked and indicating the Procurement Reference Number 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 bids and is **not bound** to accept the lowest or any bidder

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