



MALAWI REVENUE AUTHORITY

INVITATION FOR BIDS (IFB)

TENDER FOR THE PRINTING AND RETAILING OF TOBACCO CIGARETTE SECURITY TAX STAMPS FOR MALAWI BY INTERNATIONAL COMPETITIVE BIDDING

INTERNATIONAL COMPETITIVE BIDDING (ICB)

Date of issue: 24th October, 2018.

PROCUREMENT REFERENCE NO: MRA/TOBACCO TAX STAMPS/10/2018

1. The Malawi Revenue Authority is an agency responsible for collecting and accounting for tax revenue on behalf of the Malawi Government.
2. The Chairperson of the Internal Procurement and Disposal Committee (IPDC) of the Malawi Revenue Authority invites sealed bids from eligible bidders for the printing and retailing of Tobacco Cigarette Security Stamps.
3. Bidding will be conducted in accordance with the International Competitive tendering procedures (ICB) contained in the Public Procurement and Disposal of Assets Act (2017) and Regulations (2004) of the Government of the Republic of Malawi.
4. Interested bidders may obtain further information and inspect the bidding documents from the Procurement and Disposal Unit at the address given at 8) a) below from 8.00am to 12.00 noon and from 13.30hours to 16.00hours local time from Monday to Friday except on national public holidays.
5. A complete set of the bidding document may be purchased at the address below 8(b) upon payment of a non-refundable fee of **MK10, 000.00** in cash or bank certified cheque.
6. Sealed bids must be deposited in the Tender box at the address below 8(c) before 15.00hours local time on **Friday, 7th December 2018**. Electronic bidding will not be permitted. Late bids will be rejected. Bids will be opened in the presence of bidders or their representatives who choose to attend at the address below 8(d) at 15.00 hours local time on **Friday, 7th December 2018**.
7. All bids must be accompanied by a Bid Security of **USD7,000.00** or its equivalent in any freely convertible currency. The Bid security must be in form of a Bank certified cheque or Bank Guarantee issued by a reputable bank agreeable to the purchaser.

8. Addresses for inspection, purchase, collection, submission and opening of bids are;

(a) Address for inspection, clarifications and collection of Bidding Documents:

Malawi Revenue Authority (MRA)

Msonkho House, Procurement and Disposal Unit, Room 232

Blantyre, MALAWI

scm@mra.mw

(b) Address for the payment of the Bidding Document

Malawi Revenue Authority, Msonkho House

Cash Office, Floor 1

Blantyre, MALAWI

(c) Address for submission of Bids

The Chairperson

Internal Procurement and Disposal Committee

Malawi Revenue Authority, Msonkho House

Tender Box on Second Floor Reception

Blantyre, Malawi

(d) Address for Opening of Bids

The Main Conference Room 219, 2nd Floor

Msonkho House, Blantyre, Malawi