



**Malawi
Revenue
Authority**

INVITATION TO BID (ITB)

TENDER FOR THE SUPPLY AND DELIVERY OF VARIOUS ICT EQUIPMENT

**PROCUREMENT REF NO: MRA/ICT EQUIPMENT/17/12/2022
NATIONAL COMPETITIVE BIDDING (NCB)**

The Malawi Revenue Authority (MRA) is an agency responsible for collecting and accounting for tax revenue on behalf of the Malawi Government. The Authority has therefore budgeted funds to be used for the procurement of various ICT equipment.

The Chairperson, Internal Procurement & Disposal Committee of the Malawi Revenue Authority (MRA) now invites sealed bids from eligible and qualified bidders for;

LOT	DESCRIPTION OF GOODS OR RELATED SERVICE	QTY	UNIT OF MEASURE
1	GENERAL PURPOSE LAPTOP (A)	33	EACH
2	GENERAL PURPOSE LAPTOP (B)	33	EACH
3	GENERAL PURPOSE LAPTOP(C)	34	EACH
4	a) PPR & FINANCE LAPTOP	12	EACH
	b) ICT OFFICER LAPTOP	3	EACH
	c) SENIOR ICT MANAGEMENT LAPTOP	4	EACH
	d) EXECUTIVE LAPTOP	6	EACH
5	BLACK & WHITE MULTIFUNCTIONAL PRINTERS WITH FOLLOW ME CAPABILITY	19	EACH
6	MEDIUM DUTY PRINTER	20	EACH
7	NETWORK ROUTER	10	EACH
8	NETWORK SWITCH	14	EACH
9	PORTABLE MOBILE PROJECTOR	6	EACH
10	OFFICE DESK SCANNER	20	EACH
11	SMART TV SCREEN 55 Inch	6	EACH
12	ICT WORKING TOOLS BOX	3	EACH

Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act (2017) and Public Procurement Regulations (2020) of the Government of the Republic of Malawi and is open to all bidders from eligible source countries.

A complete set of the bidding document shall be acquired upon payment of a non-refundable fee of **K5, 000.00 (Five 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.**

Bids must be deposited in the tender box on second floor reception, MRA Msonkho House, Blantyre at or before **15.00hrs local time on Tuesday, 17 January, 2023.** 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 Tuesday, 17 January, 2023.**

Bids in sealed envelopes clearly marked and indicating the procurement reference number; **MRA/ICT EQUIPMENT/17/12/2022** should be addressed to:-

**The IPDC 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.