



## Malawi Revenue Authority

# INVITATION TO TENDER

### INTERNATIONAL COMPETITIVE BIDDING (ICB) TENDER FOR THE PRINTING, SUPPLY AND DELIVERY OF ASYCUDA SECURITY PAPER & SUPPLY AND DELIVERY OF MRA BRANDED CUSTOM SEALS (METAL GRIP TYPE)

Procurement Ref. No.: MRA/ASYCUDA SECURITY PAPER & CUSTOM  
SEALS/10/2017/143

1. The Malawi Revenue Authority (MRA) has budgeted public funds to be used for the procurement of Supply and Delivery of Asycuda Security Paper and Supply and Delivery of Custom Seals (MRA Branded Metal Grip Type)
2. The Chairperson, Internal Procurement Committee of the Malawi Revenue Authority (MRA) now invites sealed bids from eligible and qualified bidders for the supply and delivery of the following:

Lot No.	Description	Quantity	Delivery Period
1	Asycuda Security Paper	1000 Reams	3 – 4 weeks
2	Custom Seals (MRA Branded Metal Grip Type)	15,000	3 – 4 weeks

3. Bidding will be conducted in accordance with the International Competitive Bidding (ICB) procedures contained in the Public Procurement Act and Regulations of the Government of the Republic of Malawi and is open to all prospective bidders.
4. 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 on Floor Number 1 of MRA Msonkho House, Blantyre, MALAWI.
5. Bids must be accompanied by a **Bid Security of 2%** of the total bid value. The Bid Security must be in form of a Bank certified cheque or Bank Guarantee issued by a reputable bank agreeable to the purchaser.
6. Sealed Bids clearly marked with the procurement reference Number should be deposited in the Tender box at 7(c) below on or before **Monday, 8th January, 2018 at 15.00hours local time**. Electronic Bidding will not be permitted and late bids shall be rejected. Bids shall be opened in the presence of the bidders' representatives, who choose to attend at the address 7(d) below on **Monday, 8th January 2018**.
7. Addresses for inspection, clarifications, collection of documents and submission and opening of bids:
  - (a.) Address for Inspection, clarification and collection of Bidding Documents; **Head of Supply Chain Management Malawi Revenue Authority (MRA), Msonkho House, Private Bag 247, Blantyre, MALAWI. e-mail: scm@mra.mw**
  - (b.) Address for Payment of Non-refundable fee; **Malawi Revenue Authority (MRA), Cash Office, 1st Floor, MRA Msonkho House, Blantyre, Malawi**
  - (c.) Address for Submission of Bids; **The IPC Chairperson, Internal Procurement Committee (IPC), Malawi Revenue Authority (MRA), Msonkho House, 2nd Floor Reception, Private Bag 247, Blantyre, MALAWI**
  - (d.) Address for Opening of Bids; **Malawi Revenue Authority, Msonkho House, 2nd Floor Conference Room No. 219, Blantyre, MALAWI**