



MALAWI ENERGY REGULATORY AUTHORITY

Regulating Energy for Sustainable Development

INVITATION FOR BIDS (IFB)

Date : 26th May 2021

Procurement Ref. No. : MERA /G/NCB/2020-21/012

Brief Description of Goods : Supply and Delivery of ICT Equipment

1. Malawi Energy Regulatory Authority (MERA) is an energy sector regulator established by the Energy Regulation Act of 2004.
2. MERA has set aside funds in its current budget to pay for supply and delivery of ICT Equipment.
3. Malawi Energy Regulatory Authority now invites sealed bids from eligible bidders for the supply and delivery of the following:

Lot	Description of Goods and Related Services	Unit Measure	Quantity	Delivery Completion Period
1				
	Tablet	Each	27	4 weeks
	Desktops	Each	4	4 weeks
	Pool MFP Printers (Heavy duty)	Each	4	4 weeks

4. The Bidding document in English language can be obtained from MERA's Procurement office upon payment of a **non-refundable fee of MK5000.00** to be deposited at the following Commercial Banks:

Name of Bank : National Bank of Malawi

Account Name : Malawi Energy Regulatory Authority

Account Number: 1276848

Branch : Capital City

Name of Bank : Standard Bank

Account Name : Malawi Energy Regulatory Authority

Account Number: 9100003331137

Branch : Capital City

5. Bidding will be conducted in accordance with the Open Tendering procedures as contained in the Public Procurement and Disposal of Assets Act No. 27 of 2017 and is open to all eligible bidders.
6. Interested eligible bidders may obtain further information and inspect the bidding document from procurement office at MERA Development House second floor from **08:00-12:00; 13:00-16:30 hours** local time (Monday to Friday) expect on national public Holidays and weekends.
7. Bids will be opened in the presence of bidder's representatives who choose to attend on **Thursday 24th June 2021 at 10:00hrs** local time in the MERA Conference Room of the address below. **Late bids shall be rejected.**
8. Name and Address for bid inspection and collection

Procurement Unit
Malawi Energy Regulatory Authority
2nd Floor, Development House,
P/Bag B496
Lilongwe 3.
Telephone 01775809
Email : jchiuye@mera.mw
: amphundukwa@mera.mw
: mera@meramalawi.mw

9. Bidding Document clearly marked "Supply and delivery of ICT Equipment" should be deposited in the Tender Box placed at Reception, Ground Floor before **10:00hrs on 24th June, 2021** to the address below:
The Chairperson
Internal Procurement and Asset Disposal Committee
Malawi Energy Regulatory Authority
2nd Floor, Development House,
P/Bag B496
Lilongwe 3.