



## **MAIL CONVEYANCE**

### **1.0 INTRODUCTION**

Postal services are considered to be one of the low cost means of communication among the majority of the population and play a key role in national socio-economic development. Governments have always taken a close interest in postal services, typically requiring postal operators to provide a universal service, reaching every citizen in the country. In addition, postal services are also crucial for communications as they facilitate access to information.

However, the cost of delivery of postal services in the rural and remote areas is often much greater than in the urban areas. Provision of postal services in the rural areas is a great burden to the public postal operator who is obliged by law to provide postal services in the rural and remote areas. One of the core business of postal is mail conveyance however; this obligation is burdened with lack of transport at the district level to convey mail to the rural areas. It is in this regard that the Universal Service Fund would like to procure motorcycles for all district post offices to ease mail conveyance burdens and improve courier services. The concept is in line with MACRA Strategic Plan which aims at increasing postal to courier ratio from the current 1:65,000 to 1:58,000 in 2021

## **2.0 PROBLEM STATEMENT AND JUSTIFICATION**

Postal and courier services are readily available in cities and urban areas only. Most licensed courier and postal service do not provide postal and couriers services in the rural areas so that postal services in the rural areas are limited. as it is not economical to provide the service in such areas.

Further, according to the Act, there is only one universal Service Provider for the postal sector Malawi Posts Corporation (MPC) that is designated as the Public Postal Operator (PPO). Furthermore, the cost of delivery of postal services in the rural and remote areas is often much greater than in the urban areas. This is attributed to lack of transport to provide and convey mail to the rural and underserved areas. It is in this view that, the Authority aims at addressing the gap in transportation of mail and other important documents to the rural and underserved area.

The project cost is approximately MK 73,434,553.

## **3.0 OBJECTIVES**

### **MAIN OBJECTIVE**

The main objective of this project is to promote access of postal and courier services in the rural and underserved areas.

### **Specific objectives**

- To facilitate procurement and delivery of 31 mail motor cycles for postal services
- To increase access of postal and courier services for the underserved areas

#### **4.0 PROJECT SCOPE:**

The project proposes to facilitate provision of motor cycles for the last mile delivery of mails to the rural and underserved areas.

This project will procure and deliver to MPC 31 motorcycles for each district and these motorcycles will be delivered at district post office to be used specifically for mail conveyance for the rural post offices and agencies.

#### **5.0 STAKEHOLDER ENGAGEMENT**

In an effort to successfully implement the project, MACRA under the Universal Service Department will work with relevant stakeholders including MOICT, MPC, and MOLG in procuring the motorcycles.

#### **6.0 FUNDING MODEL**

The project will be funded through the Universal Service Fund. All procurement processes or procedures will be followed in purchasing the mail vans and mail motorcycles.

## 7.0 IMPLEMENTATION FRAMEWORK /PLAN

The project activities are as follows:

OBJECTIVE	ACTIVITIES	PROJECT DELIVERABLE/INDICATORS	OUTPUT/KPIs	TIMELINES
To facilitate procurement and delivery of 31 mail motor cycles	<ul style="list-style-type: none"><li>• Consultation meetings broadcasters</li><li>• Procurement process; Pre-bid meeting, Advertisement, Bid opening &amp; Evaluation</li><li>• Identify supplier</li></ul>	Number of mail motor cycles procured and delivered for rural postal offices/agencies	31 motor cycles procured and delivered for rural postal offices/agencies	July to Sept 2020

## 8.0 INDICATORS

No	Objective	Indicators	Output/Target
1	To increase access of postal and courier services for the underserved areas	Number of mail motor cycles procured and delivered for rural postal offices/agencies	31 motor cycles procured and delivered for rural postal offices/agencies