



**MALAWI COMMUNICATIONS REGULATORY AUTHORITY**  
**INVITATION FOR BIDS (IFB)**

**SUPPLY, DELIVERY AND COMMISSIONING OF DIGITAL FORENSIC**  
**LABORATORY EQUIPMENT**

**PROCUREMENT REFERENCE NO: MACRA/IPDC/DFLE-MP/2021/08**

1. The **MALAWI COMMUNICATIONS REGULATORY AUTHORITY (MACRA)** has set aside funds to be used for the Supply, Delivery and Commissioning of Digital Forensic Laboratory Equipment in Malawi for the Malawi Police Services (MPS).
2. **The Chairperson, Internal Procurement and Disposal Committee (IPDC)**, now invites sealed bids from eligible bidders for the **Supply, delivery and commissioning of Digital Forensic Laboratory Equipment** for the Malawi Police Services
3. Bidding shall be administered in accordance with the International Competitive Bidding (ICB) procedures as specified in the Public Procurement and Disposal of Public Assets Act, 2017 and its subsidiary legislation.
4. Interested eligible bidders may obtain further information and inspect bidding documents from MACRA's Procurement Department at the address given in paragraph 7(i) below from **08:00 – 12:00 hrs, 13:00 to 16:00** local time (Monday to Friday) except national public holidays.

5. A complete set of Bidding Documents in English language may be obtained by interested bidders at 7(ii) upon payment of a non-refundable fee of USD100 or its equivalent. The method of payment shall be cash or Bank Deposit using the following bank details

**(USD Account)**

Account Name: MACRA  
Bank: Standard Bank  
Account Number: 9100001695999  
Branch: CBC  
Swift Code: SBICMWMX  
Branch Code: 1025

**(MK Account)**

Account Name: MACRA  
Bank: National Bank  
Account Number: 900494  
Branch: Chichiri National Bank  
Swift Code: NBMAMWMWXXX  
Branch Code: 003

Please bring the deposit slip to MACRA Head Office or send proof of payment through email at [procurement@macra.org.mw](mailto:procurement@macra.org.mw).

The documents may be obtained in person or through email after proof of payment by the prospective bidders.

6. Sealed bids must be submitted to the address at 7(iii) below at or before **15:00 hours** on **Thursday 19<sup>th</sup> October, 2021**. Late bids shall be rejected and returned to the bidder unopened.
7. The address for inspection, purchase, submission and opening of bidding documents:

- i) **Inspection and Purchase of Bidding Documents**  
Malawi Communications Regulatory Authority (MACRA)  
MACRA House  
9 Salmin Amour Road  
Ginnery Corner  
P/Bag 261  
Blantyre

**Attention: Procurement Manager**

Tel: +265 1 810 497

Fax: +265 1 812 890

E-mail: [procurement@macra.org.mw](mailto:procurement@macra.org.mw)

- ii) **Submission of Tender Documents**

**THE CHAIRPERSON**

Internal Procurement and Disposal Committee (IPDC)  
Malawi Communications Regulatory Authority (MACRA)  
MACRA House  
9 Salmin Amour Road  
Ginnery Corner  
P/Bag 261  
**BLANTYRE**

- iii) **Opening of Tender Documents**

Malawi Communications Regulatory Authority (MACRA)  
MACRA House  
9 Salmin Amour Road  
Boardroom  
P/Bag 261  
**BLANTYRE**

8. It is the responsibility of each bidder to ensure that the bids submitted are in accordance with the **'Instructions to Bidders'** contained in the tender documents, as noncompliance to the instructions will lead to disqualification and rejection of the tender.

9. Bids shall be valid for a period of **120 days** after tender opening. This procurement subject is fully funded by **MACRA** and does not attract any payment or part thereof in any foreign currency.
  
- 10 Opening of Bids shall commence at **15:00 hours on Thursday 19<sup>th</sup> October, 2021 Malawi Time** in MACRA's corporate boardroom, where interested bidders, their representatives and the general public are welcome to attend.
  
- 11 **MACRA** is not in any way bound to accept the lowest or any bid but reserves the right to exercise choice of lowest evaluated, substantially responsive bid and where necessary can cancel the procurement proceedings at any stage.