

# PRE -QUALIFICATION OF SUPPLIERS OF GOODS AND SERVICES



JTI Leaf Malawi Ltd, a member of the Japan Tobacco International (JTI) operating in more than 130 countries, invites applications from eligible, reputable and well established suppliers of goods and services, registered with relevant regulatory authorities, to submit their pre-qualification information in Individual, Part or All Lots for the year 2020 in the following categories

LOT No	DESCRIPTION
1.	<b>Premises and Facilities:</b> <ol style="list-style-type: none"> <li>Civil and Building Contractors all categories. (Electrical, Civil, mechanical, Rehabilitation, Partition, decoration, Painting, Signage, Plumbing and repairs, and other associated works</li> <li>Consultants: Civil and Structural Engineers</li> <li>Consultants: Mechanical and Electrical Services</li> <li>Factory Electrical Contractors all categories</li> <li>Supply, Installation of firefighting equipment's</li> <li>Pests control and eradication</li> <li>General services. Carpentry, plumbing, partition</li> <li>Factory fabrication and welding services</li> <li>Fumigation Services</li> <li>Supply of paints and Accessories.</li> <li>Supply and delivery of general building and maintenance materials including timber</li> <li>Supply and delivery of office furniture, fittings &amp; accessories</li> </ol>
2.	<b>Procurement of Factory Spare parts and Equipment's</b> <ol style="list-style-type: none"> <li>Mechanicals spares including the following: Bearings, Sprockets, Round Bars, Adapter Sleeves, Chains, Tape lock bushes, UHMW and Key steel, Shafts, Bolts and Nuts, V/Belt, Shaker Springs, Conveyor Belting and Seals, Rotary Screens Ring Seals, Bundle blades (Please indicate brands in your proposals)</li> <li>Cat Pump spares. (CECCATO) Model 430, CSD 125, DRE 120.</li> <li>Plumbing. Including sight glass, Valves, Nipples, Steam pipes, Angle Iron, Plasma Cutter spares, Wire Mesh and Punched Screens</li> <li>Hydraulic spares and Presses, Shaft Locks</li> <li>Boiler Spares</li> <li>Fabrication Material e.g. Sheets, Plates, Angle Iron, Velcro Rollers.</li> <li>Factory Electrical Material Preferably Schneider and Siemens Agents</li> <li>Factory Instrumentation Spares Preferably (Schneider and Siemens Agents)</li> <li>Factory Scales and Service Providers</li> <li>Factory supply of NTM such as C 48 cartons, Cardboard boxes, Labels and Ribbons, Strappings, Kraft Paper, M2T Twine. Zip bags, Cable seals etc</li> </ol>
3	<b>Plant Equipment Repairs and Maintenance</b> <ol style="list-style-type: none"> <li>Supply and delivery of weighing scales, accessories and maintenance services</li> <li>Generator Servicing and Maintenance</li> <li>Processing equipment Servicing and Maintenance</li> <li>Fabrication of thresher baskets and liners</li> <li>Fabrication of rollers and complete conveyors</li> <li>Maintenance of PLC's, HMI's and SCADA including programing, hard wiring and software development</li> <li>Servicing of workshop equipment and machinery e.g. lathe machine, welding machines, plasma cutters</li> <li>Air conditioners supply and Maintenance Service</li> <li>Compressor Servicing and Maintenance</li> <li>Off Season and In Season Plant Mechanical and Electrical Maintenance</li> <li>Waste Management e.g. Scrap and Material disposal</li> <li>Forklift Service and Maintenance</li> <li>Plumbing and Welding fabrications</li> <li>Supply and delivery of UHF radios, repeaters, CCTV, related equipment and accessories plus maintenance services</li> <li>Motor rewinding and Maintenance Services</li> </ol>
4	<b>Information Technology.</b> <ol style="list-style-type: none"> <li>Supply, delivery and maintenance of IT equipment's such as Servers, Desktops, Laptops, (APC) UPS, Inverters</li> <li>Supply and maintenance of printers/copiers</li> <li>Supply and Maintenance of LAN/WAN, and Internet Services</li> <li>Supply and Maintenance of Fiber Optical cables, equipment and network</li> <li>Supply, delivery and Servicing of IT Equipment's such as servers, desktops, laptops, scanners, (APC) UPS, Inverters, Printers, computer spare parts, accessories and software</li> <li>Supply and Maintenance of office Phones and Mobile phones</li> </ol>
5	<b>Corporate Affairs and Communication.</b> <ol style="list-style-type: none"> <li>Events Management</li> <li>Communication <ol style="list-style-type: none"> <li>Media and Marketing Agencies</li> <li>Public Relations Agencies</li> <li>Media Monitoring Services</li> <li>Marketing, Communications Research Agencies/Consultants</li> <li>Experiential agencies e.g. roadshows</li> </ol> </li> </ol>
	<ol style="list-style-type: none"> <li>Corporate branding materials <ul style="list-style-type: none"> <li>Design</li> <li>Printing</li> </ul> </li> <li>Photography/videography Services.</li> <li>Grower Support projects <ol style="list-style-type: none"> <li>Solar powered irrigation systems</li> <li>Other irrigation support services</li> <li>Home solar units</li> <li>Provision of Bailing Jacks</li> <li>Community Mobilization &amp; Capacity Building Trainers</li> <li>Cooperative Training Providers</li> <li>Research Consultants <ul style="list-style-type: none"> <li>Knowledge, Attitudes &amp; Practices Research</li> <li>Community Projects Baselines</li> <li>Project Impact Evaluation &amp; Assessments</li> <li>Monitoring &amp; Evaluation</li> </ul> </li> </ol> </li> <li>Regulatory &amp; Engagement <ol style="list-style-type: none"> <li>Policy Analysts Consultants</li> <li>Stakeholder Management Consultants</li> <li>Legal &amp; Regulatory Environment Consultants</li> <li>Socio-Economic Impact Assessments</li> </ol> </li> </ol>
6	<b>People and Culture.</b> <ol style="list-style-type: none"> <li>Recruitment Agencies</li> <li>Staff Transportation including relocations</li> <li>Funeral Services</li> <li>Travel Agencies</li> <li>Hotels and accommodation service Providers</li> <li>Talent Development and Training</li> <li>Cleaning and Gardening Services</li> <li>Catering Services</li> <li>Medical Consultancy</li> <li>Supply of Medical Supplies e.g. drugs and other medical accessories, first aid</li> <li>Property Valuers</li> <li>Car rental Services</li> </ol>
7	<b>Security and Fleet Management</b> <ol style="list-style-type: none"> <li>Security Services.</li> <li>Guarding and Intruder Alarms</li> <li>Supply and maintenance of CCTV access controls services.</li> <li>Security Agencies</li> <li>Forklift/ cranes service providers</li> <li>Fuel Cards service provision</li> <li>Motor vehicle maintenance and repairs</li> <li>Motor cycle Maintenance and repairs</li> <li>Supply of Motor vehicle batteries</li> <li>Supply, Fitting of Motor vehicle tyres</li> <li>Transportation of 300 seasonal staff</li> <li>Provision of taxi services, airport and local transfers.</li> <li>Provision of car tracking systems</li> </ol>
8	<b>Logistics and Warehousing.</b> <ol style="list-style-type: none"> <li>Transportation. Including Green and farm Inputs distributions</li> <li>Warehousing Facility and Services</li> <li>Customs Clearing and Forwarding Agents</li> <li>Fumigation, Fogging and spraying</li> <li>Fabrication of new racks and racks repair</li> <li>Supply of warehouse cleaning equipment (Hoovers, blowers etc.)</li> <li>Supply of timber for making wooden pallets</li> </ol>
9	<b>Water Systems and Borehole Drilling Maintenance.</b>
10	<b>Provision of water proofing services</b>
11	<b>Supply and delivery of laboratory consumables and chemicals</b>
12	<b>Supply and delivery of fuels and lubricants</b>
13	<b>Supply and delivery of coal</b>
14	<b>Supply and delivery of office stationery and printing services</b>
15	<b>Supply and delivery of water treatment, cooling systems and boiler chemicals</b>
16	<b>Supply and delivery of personal protective equipment</b>
17	<b>Supply of grower Inputs. Such as CPA packs, Bailing Jacks, Water cans, Barn Sheets, Chemicals etc.</b>
18	<b>Provision of legal services.</b>

All interested suppliers and service providers should submit a detailed profile of their company indicating their experience in the lot they are bidding for. Bids should be sent electronically to: [DLMalawiProcurement@jti.com](mailto:DLMalawiProcurement@jti.com)

The heading/title of the email should be "2020 PRE-QUALIFICATION OF SUPPLIERS AND SERVICE PROVIDERS"

For clarification, kindly contact:  
[DLMALAWIPROUREMENT@jti.com](mailto:DLMALAWIPROUREMENT@jti.com) or call the following numbers: 01 710 914/01 711,111/01 711 132/01 710 947.

Deadline for submission of applications is 5th February, 2020