



Regulating Energy for Sustainable Development

INVITATION FOR BIDS (IFB)

National Competitive Bidding

Procurement title: Procurement of Various Motor Vehicles
Procurement Reference Number: MERA 02/NCB/03/2023-24/009
Date of Issue: 28th March 2024

1. **Malawi Energy Regulatory Authority (MERA)** is an energy sector regulator established under the Energy Regulation Act of 2004.
2. MERA now invites sealed bids from eligible bidders for Supply and delivery of various Motor Vehicles & Motor Bike for 2023- 2024 as follows:

Lot No 1	Description of Goods	Targeted Group	Unit of Issue	Qty	Delivery Period
A	Supply and delivery of Saloon Vehicle	Other	Each	01	6-8 weeks
B	Supply and delivery of SUV Station Wagon	Other	Each	02	6-8 weeks
C	Supply and delivery of 4x4 station wagon with canopy	Other	Each	03	6-8 weeks
D	Supply and delivery of 4x4 Station Wagon with Tonneau Cover	Other	Each	01	6-8 weeks
E	Supply and delivery of Bus 30-36-seater	Other	Each	01	6-8 weeks
Lot 2	Supply, delivery of Motor Bike	Other	Each	1	6-8 weeks

3. The interested eligible bidders may obtain further information and inspect the bidding document from MERA Procurement Unit at MERA Complex, 3rd Floor, Lilongwe 3 from 08:00-12:00 and 13-16:30 hours local time from Monday to Friday except public holidays and weekends.
4. A complete set of bidding documents (soft copies) with technical specifications in English language can be obtained from MERA's Cash Office and Procurement Unit or through the following numbers: **0997301395; 0886466802; 0881004259; 0995050310** upon payment and proof of receipt of a non-refundable fee of **MK5,000.00** to be deposited at the following Commercial Banks:
 5. 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
6. 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.
7. Sealed envelopes clearly marked "**Procurement of Motor Vehicles & Motor Bike**" should be deposited in the Tender Box placed at Reception, Ground Floor before **10:00 hours on 26th April, 2024** to the address below:

The Chairperson
Internal Procurement and Disposal Committee
Malawi Energy Regulatory Authority
4th Floor, MERA Complex
P/Bag B496
LILONGWE 3.

8. Envelopes will be opened in the presence of the bidders' representatives who choose to attend at **10:00 hours on 26th April 2024** at MERA Head Office near CIVIC Offices at City Centre.
9. Late bids shall be rejected.