



**Malawi  
Revenue  
Authority**

## INVITATION TO BID

### INVITATION TO BID FOR THE SUPPLY AND DELIVERY OF SNACKS AND REFRESHMENTS UNDER FRAMEWORK AGREEMENT FOR 12 MONTHS

Procurement Reference Number: MRA/Refreshments/21/11/2024

1. The Malawi Revenue Authority (MRA) is an agency responsible for collecting and accounting for tax revenue on behalf of the Malawi Government. The Authority intends to identify eligible tax compliant suppliers for the supply and delivery of refreshments under framework agreement for 12 months.
2. The Authority now invites sealed bids from eligible and compliant bidders for the supply and delivery of the following:

LOT	DESCRIPTION	DELIVERY PERIOD
1	Supply and Delivery of Hot Snacks	24 hours after issuance of Local Purchase Order
2	Supply and Delivery of Cold Snacks	24 hours after issuance of Local Purchase Order
3	Supply and Delivery of Cold Beverages	24 hours after issuance of Local Purchase Order
4	Supply and Delivery of Hot Beverages	24 hours after issuance of Local Purchase Order
5	Supply and Delivery of Fresh Fruits	24 hours after issuance of Local Purchase Order

3. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act (2017) and Public Procurement Regulations (2020) of the Government of Malawi and is open to all bidders in Malawi.
4. A complete set of bidding documents shall be acquired upon payment of a non-refundable fee of **K5,000.00 (Five Thousand Kwacha)** in cash or bank certified cheque. Bidding documents may be purchased from the **Cash Office, Room 123, Floor Number 1 of Msonkho House, Blantyre.**
5. Bids must be deposited in the tender box on **2nd Floor Reception, Msonkho House, Blantyre** at or before **15:00hrs local time on Friday, 20th December, 2024.** Late bids shall be rejected. bids shall be opened in the presence of bidders' representatives, who choose to attend the opening proceeding from **15:00hrs on Friday, 20th December, 2024.**

Bids in sealed envelopes clearly marked and indicating the procurement reference number: **MRA/Refreshments/21/11/2024** should be addressed to:

**The IPDC Chairperson  
Internal Procurement and Disposal Committee  
Malawi Revenue Authority  
Msonkho House  
Private Bag 247, Blantyre**

MRA reserves the right to reject any or all bids and is not bound to accept the lowest or any bidder.