



The Government of Malawi

MINISTRY OF AGRICULTURE

MALAWI FOOD SYSTEMS RESILIENCE PROGRAM (FSRP)

# INVITATION FOR BIDS

Country	: Malawi
Name of Project	: Food Systems Resilience Program (FSRP)
Assignment Title	: Supply and Delivery of Office Stationery on Framework Agreement.
Credit Number	: IDA-E1840
RFB Reference No.	: MW-MOA-483479-GO-RFB
Date of Issue	: 22 <sup>nd</sup> March 2025

1. The Government of the Republic of Malawi has received financing from the International Development Association (IDA) of the World Bank toward the cost of the Food Systems Resilience Program (FSRP), and intends to apply part of the proceeds toward payments under the contract for Supply and delivery of Office Stationery on Framework Agreement.
2. The Ministry of Agriculture – Food Systems Resilience Program (FSRP) now invites sealed Bids from eligible Bidders for Supply and delivery of Office Stationery on Framework Agreement for a period of one (1) year.
3. The bidding process consists of two (2) lots: **Lot 1- Office Consumables; Lot 2: Toners and Cartridges**. Bidders are free to bid for one lot, or all the lots, but bidders must bid for 100% of the items in each lot.
4. Bidding will be conducted through **National Competitive Bidding** procedure using a Request for Bids (RFB) as specified in the World Bank's "Procurement Regulations for IPF Borrowers" dated February 2025, ("Procurement Regulations"), and is open to all Bidders as defined in the Procurement Regulations.
5. Interested eligible Bidders may obtain further information from Food Systems Resilience Program (FSRP) during office hours i.e., 08.00 hours to 14.00 hours, at the **address No 1** given below.
6. The bidding document in English language may be purchased by interested Bidders at the **address No 1** below and upon payment of a nonrefundable fee of **MWK20,000.00 (Twenty Thousand Kwacha)**. The method of payment will be on a cash basis. The document will be collected in an electronic form.
7. Bids must be delivered to the **address No 2** below on or before **10.00 hours on 6<sup>th</sup> May, 2025**. Electronic Bidding will not be permitted. Late Bids will be rejected. Bids will be publicly opened in the presence of the Bidders' designated representatives and anyone who chooses to attend at the **address 2** below.
8. All Bids must be accompanied by a signed Bid Securing Declaration as specified in the bidding document.
9. The address(es) referred to above is (are):  
**Address (1) for inspecting and obtaining the bidding document**  
**The National Project Coordinator,**  
**Food Systems Resilience Program (FSRP) Off Paul Kagame Road**  
**Opposite MRA Domestic Taxes Offices,**  
**P.O. Box 727,**  
**LILONGWE**

Email: [teddie.nakhumwa@agcom.gov.mw](mailto:teddie.nakhumwa@agcom.gov.mw)

Copy: [silevster.tsokonombwe@agcom.gov.mw](mailto:silevster.tsokonombwe@agcom.gov.mw), and [jamekaphiyo@gmail.com](mailto:jamekaphiyo@gmail.com)

Address (2) for Bid submission, delivery and bid opening  
**The Chairperson,**  
**Internal Procurement and Disposal Committee (IPDC),**  
**Food Systems Resilience Program (FSRP)**  
**Off Paul Kagame Road,**  
**Opposite MRA Domestic Taxes Offices,**  
**P.O. Box 727,**  
**LILONGWE**