



ADMARC LIMITED

## INVITATION TO BID (ITB) FOR SUPPLY AND DELIVERY OF MOTORCYCLES BY NATIONAL COMPETITIVE BIDDING (NCB)

PROCUREMENT REFERENCE NUMBER: ADMARC/NCB/MC/2025/2026/01

Date of Issue: Monday, 7th April 2025

1. **ADMARC Limited** has budgeted public funds to be used for procurement of the above referenced equipment and now invites sealed bids from eligible bidders for the **supply and delivery of Motorcycles** as described below:

Item	Description of Equipment	Quantity	Delivery Period
1	120:150cc Petrol Powered Motorcycles	17	4 months

2. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement Law and Regulations of the Government of the Republic of Malawi and is open to all bidders from eligible source countries.
3. Interested eligible bidders may obtain further information from ADMARC Limited and inspect the bidding documents at the address given below at 6(a) from 07:30am to 4:30pm from Monday to Friday.
4. A complete set of Bidding Documents in English may be purchased by interested bidders at the address below at 6(b) upon payment of a non-refundable fee of **MK10,000.00 (Ten Thousand Kwacha Only)**. The method of payment will be through **ADMARC Limited National Bank Account Number 2089033, Customs Road Branch**.
5. Sealed bids clearly marked on the outer envelope with a bid description and procurement reference number must be deposited in the tender box at the address indicated at 6(c) at or before **2.00pm on Tuesday, 6th May 2025**. Late bids shall be rejected and returned to the bidder unopened. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 6(d) at **2:00pm on Tuesday, 6th May 2025**.

6. Addresses:

- (a) Documents may be inspected and issued:

**Procurement and Asset Disposal Unit  
ADMARC Limited  
Corner Tslranana Road  
P.O. Box 5052  
LIMBE**

- (b) Proof of payment will be made through:

**Senior Accountant's Office  
ADMARC Limited  
Corner Tslranana Road  
P.O. Box 5052  
LIMBE**

- (c) Address for submission of Bids:

**Main Reception  
ADMARC Limited  
Corner Tslranana Road  
P.O. Box 5052  
LIMBE**

- (d) Address for opening of Bids:

**ADMARC Limited Corporate Marketing Board Room  
ADMARC Limited Head Office  
Corner Tslranana Road  
LIMBE**