

# INVITATION TO BID

## TENDER FOR SUPPLY AND DELIVERY OF PROJECT EQUIPMENT

1. **Centre for Environmental Policy and Advocacy (CEPA)** is implementing the Agricultural Resilience through Climate Services (ARCS), project titled **“Improving Smallholder Resilience Through Customised Climate Services”** with support from The Development Fund. CEPA would therefore like to procure a motor bike and laptops for use in the project.
2. CEPA invites sealed bids from eligible firms for the supply of a Motor Bike and Laptops, as below:

ITEM	ITEM DESCRIPTION	QUANTITY	MAXIMUM DELIVERY TIME	REFERENCE NUMBER
Lot 1	Motor Bike	1	4-weeks	CEPA/ ARCS/2025/1/1
Lot 2	Laptops	4	2-weeks	CEPA/ ARCS/2025/1/2

3. Bidding will be conducted through National Competitive Bidding procedures specified in accordance with the open tender bidding procedures contained in the Government of Malawi's Public Procurement and Disposal of Public Assets Act (2016) and is open to all interested bidders;
4. Eligible interested bidders may obtain further information and inspect the Bidding Documents from the Procurement Section at the address provided below from 09:00 to 11:30 and 14:00 to 16:00 hours from Monday to Friday, except public holidays;
5. A complete set of Bidding Documents in English may be collected by interested bidders from the address provided below.
6. Bids clearly marked; **“Proposals for Supply of ARCS Project Equipment”** should either be hand-delivered or posted to the address provided below. Bids will be opened in the presence of bidders' representatives who may choose to attend at the address provided below on **Thursday, 22nd May 2025** at 2:00 PM.
7. All proposals should reach CEPA by **2:00 PM, Thursday, 22nd May, 2025**. Late bids will be rejected.

**The Internal Procurement Committee**  
**Centre for Environmental Policy and Advocacy**  
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