



## NATIONAL ECONOMIC EMPOWERMENT FUND LIMITED

*A preferred and all-inclusive microfinance institution in Malawi*

### INVITATION FOR BIDS (IFB)

#### NATIONAL COMPETITIVE BIDDING

#### Supply and Delivery of Cameras and Accessories

Date of Issue : 31<sup>st</sup> MAY, 2025

Procurement Ref. No : NEEF/G/CAMERAS/2025-2026/004

Brief Description of Goods : Supply and Delivery of Cameras and Accessories

1. National Economic Empowerment Fund Limited (NEEF) is a state-owned Microfinance company incorporated under the Companies Act 2013 as a company limited by guarantee and is duly licensed by the Reserve Bank of Malawi as a prudentially regulated Microfinance Institution.
2. NEEF has allocated funds in its 2025-2026 Financial Year budget to procure Cameras and Accessories.
3. The Chairperson, Internal Procurement and Disposal Committee (IPDC) now invites sealed bids from eligible bidders for the supply and delivery of the following:
4. Bidding will be conducted in accordance with the Open Tendering procedures as contained in the Public Procurement and Disposal of Assets Act 2025 and Regulations of the Government of the Republic of Malawi and is open to all eligible bidders.
5. Interested bidders may obtain further information from NEEF Head Office Lilongwe and inspect the bidding documents at the address given below from **8:00 am to 12:00 noon** and from **13:00 hours to 16:30 hours** local time (Monday to Friday) except National Public Holidays and Weekends.
6. A complete set of Bidding documents in English language can be purchased by interested bidders from NEEF's Procurement and Disposal Unit at the address given below from **8:00 am to 12:00 noon** and from **13:00 hours to 16:30 hours** local time (Monday to Friday) except National Public Holidays and Weekends upon payment of a **non-refundable fee of MK10,000.00 (Ten Thousand Malawi Kwacha)** in cash.

7. Bids will be opened in the presence of bidders' representatives who choose to attend the bid opening ceremony on **FRIDAY, 27<sup>th</sup> JUNE, 2025 at 14:00hrs** local time in the NEEF's Board Room at the address below. All bids must be accompanied by a **fully signed Bid Securing Declaration Form on the Bidder's Letterhead**. Late bids shall be rejected.

8. Name and Address for bid inspection, registration and clarification  
**Procurement and Disposal Unit**  
**National Economic Empowerment Fund (NEEF) Limited**  
**Masuku road, City Centre**  
**NEEF House**  
**P.O. Box 779**  
**Lilongwe**  
**MALAWI**  
**0995050444**  
**Email: procurement@neef.mw; jmdambo@neef.mw**

9. Sealed Bids clearly marked with "**Tender Description and Reference Number**" must be delivered through the address at (8) (by registering with the Procurement and Disposal Unit) and depositing in the Tender Box placed at Reception, before **14:00 hrs** (local time) on **FRIDAY, 27<sup>th</sup> JUNE, 2025 at 14:00hrs** to the address below:

**The Chairperson**  
**Internal Procurement & Disposal Committee**  
**National Economic Empowerment Fund (NEEF) Limited**  
**Masuku Road, City Centre**  
**NEEF House**  
**P.O. Box 779**  
**Lilongwe**  
**MALAWI**

10. NEEF reserves the right to reject any or all bids and is not bound to accept the lowest or any bid.

Signed

**The Chairperson**  
**Internal Procurement and Disposal Committee**  
**National Economic Empowerment Fund Limited**

No	Description of Goods and Related Services	Unit of Measure	Quantity	Delivery Completion Period
1	<b>Cameras</b>  Sensor: Full-frame (36.0 x 24.0 mm) CMOS with approximately 30.4 effective megapixels. Image Processor: DIGIC 6+. <b>AF System:</b> 61-point AF system (up to 41 cross-type points). <b>Continuous Shooting:</b> Maximum continuous shooting speed of approximately 7.0 shots/sec. <b>Video:</b> Supports 4K video recording (DCI 4K – 4096x2160 at 23.98p, 24.00p, 25.00p and 29.97p). <b>Connectivity:</b> Wi-Fi and NFC. Other: Dual Pixel RAW shooting, Live View shooting, High Frame Rate (119.9p/100.0p) HD movie shooting. <b>Shutter Speed:</b> 1/8000 to 30 sec, bulb. <b>ISO Range:</b> Normal ISO speed range of ISO 100 - ISO 32000. <b>Display:</b> 3.2-inch LCD monitor.	Each	5	7 Days
2	<b>Lenses</b>  i EF EXCLUDES EF-S/EF-M	Each	5	7 Days
3	<b>Batteries</b>  ii Canon 850D Units iii Canon EOS 5D Mark iv iii Nikon D3500	Each	5 1 1	7 Days 7 Days 7 Days
4	<b>Chargers</b>  i Canon 850D Units ii Canon EOS 5D Mark iv iii Nikon D3500	Each	5 1 1	7 Days 7 Days 7 Days
5	<b>Camera bags</b>	Each	7	7 Days
6	<b>Epson Projector Bags</b>	Each	6	7 Days
7	<b>Drones</b>  28mm lens, 100-3200 video ISO range, 100-1600 photo ISO range, 8s-1/8000s shutter speed, 4000x3000 image max size, operating temperature range 00 C-400C	Each	3	7 Days
8	<b>Tripod Stand</b>	Each	5	7 Days