



## INVITATION TO BID

### **TENDER FOR THE PROCUREMENT OF ASSORTED ICT EQUIPMENT FOR ELECTRONIC INVOICING SYSTEM**

**PROCUREMENT REFERENCE NUMBER: MRA/ICT  
EQUIPMENT/10/09/2025**

**DATE OF ISSUE: 10<sup>TH</sup> SEPTEMBER, 2025**

The Malawi Revenue Authority (MRA) is an agency responsible for collecting and accounting for tax revenue on behalf of the Malawi Government. The Authority has therefore budgeted funds to be used for the procurement of assorted ICT equipment for Electronic Invoicing System.

The Chairperson, Internal Procurement & Disposal Committee of the Malawi Revenue Authority (MRA) now invites sealed bids from eligible and qualified bidders for the procurement of the following ICT equipment for Electronic Invoicing System:

LOT	Description of Goods or Related Service	Quantity	Unit of Measure
1	High spec Laptops	10	Each
2	General Purpose Laptops	30	Each
3	Heavy Duty Printer	1	Each
4	Thermo Printers	30	Each
5	Bluetooth Printers	30	Each
6	Projectors	4	Each

Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act (2025) of the Government of the Republic of Malawi and is open to all bidders from eligible source countries.

A complete set of the bidding document shall be acquired upon payment of a non – refundable fee of **K10,000.00 (Ten Thousand Malawi Kwacha)** in cash or bank certified cheque or any convertible currency. Bidding documents may be purchased from the **Cash Office, Room 123 on floor number 1 of Msonkho House, Blantyre**.

Requests for clarification from bidders to MRA shall be made no later than **Monday, 22nd September, 2025**

Bids must be deposited in the tender box on the **Ground floor reception, MRA Msonkho House, Blantyre** at or before **15:00 hours, local time on Monday, 29th September, 2025**. Late bids shall be rejected. Bids shall be opened in the presence of the bidders' representatives, who choose to attend the opening proceedings at **15:00 hours on Monday, 29th September, 2025**.

Bids in sealed envelopes clearly marked and indicating the procurement reference number: **MRA/ICT Equipment/10/09/2025** 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 the bids and is Not bound to accept the lowest or any bidder