



RESERVE BANK OF MALAWI

INVITATION TO BID (ITB)

PROVISION OF MANAGEMENT SERVICES AT THE RESERVE BANK OF MALAWI SPORTS COMPLEX IN LILONGWE.

NATIONAL COMPETITIVE BIDDING

Date of issue: 23 March 2026

Procurement Reference Number: RBM/HR/04/2026

1. **The Reserve Bank of Malawi (the Bank)** intends to engage a service provider to manage its Clubhouse and Sports Complex located in Lilongwe. The Bank now invites sealed bids from eligible bidders for the provision of management services as follows;

No.	Description	Procurement Reference No	Mandatory Site Inspection Date	Place
1	Provision of Management Services at Reserve Bank of Malawi Sports complex in Lilongwe	RBM/HR/04/2026	1 April 2026 at the Bank's Clubhouse.	Area 47 – Lilongwe. Time: 10:00 hours

2. Bidding will be conducted in accordance with Open Tendering Procedures under National Competitive Bidding (NCB) contained in the Public Procurement and Disposal of Assets Act, 2025 of The Government of Malawi, and is open to all interested bidders.
3. Bidders may obtain further information and inspect the Bidding Documents from the Procurement and Stores Department at the address shown in 6(a) below from 08:00 to 11:30 and 14:00 to 16:00 hours from Monday to Friday, except public holidays.
4. A complete set of Bidding Document in English may be obtained for FREE by interested bidders from the address shown in 6(a) between 8:00 am and 11:00 am from Monday to Friday except on public holidays.
5. Bids clearly marked **"Tender for provision of Management Services at RBM Sports Complex"** should be delivered to the address shown in 6(b) below on or before **14 April 2026 at 10:00 Hours**. Bids will be opened in the presence of the bidders' representatives who may choose to attend at the address shown in 6(c) below on **14 April 2026 at 10:00 Hours**. Late bids shall be rejected.
6. (a) Address for inspection, clarification and collection of bidding documents:
**Reserve Bank of Malawi
Business Reception
Convention Drive
Lilongwe
MALAWI
Email: procurement@rbm.mw**
- (b) Address for submission of bids:
**The Chairperson
RBM Internal Procurement and Disposal Committee
P.O Box 30063
Lilongwe
MALAWI.
Email: procurement@rbm.mw**
- (c) Address for Bid Opening:
**Reserve Bank of Malawi
Floor 5, Auditorium
Lilongwe
MALAWI.**

Chairperson
RBM Internal Procurement and Disposal Committee