



**Malawi
Revenue
Authority**

INVITATION TO BID

TENDER FOR THE SUPPLY, INSTALLATION, COMMISSIONING AND SERVICING OF COOLING UNITS AT LILONGWE ICT OFFICES

PROCUREMENT REF NO: MRA/ICT/COOLING UNITS/13/04/2026

NATIONAL COMPETITIVE BIDDING (NCB)

DATE OF PUBLICATION: 13TH APRIL, 2026

1. 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 Cooling Units to be used at its new ICT offices in Lilongwe.
2. The Chairperson, Internal Procurement & Disposal Committee of the Malawi Revenue Authority (MRA) now invites sealed bids from eligible and qualified bidders for;

Lot No.	Description	Delivery Period
1	Supply, Installation, Commissioning and Servicing of 60000 BTU Floor Standing Air-conditioning	6 Weeks
2	Supply, Installation, Commissioning and Servicing of 36000 BTU Floor Standing Air-conditioning	6 Weeks

3. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Assets Act (2025) and Public Procurement Regulations (2020) of the Government of the Republic of Malawi and is open to all bidders from eligible source countries.
4. 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**.
5. Bids must be deposited in the tender box on Ground floor main reception, **MRA Msonkho House, Blantyre** at or before **15.00hrs local time on 08th May, 2026**. 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 hrs on 08th May, 2026**.
6. Bids in sealed envelopes clearly marked and indicating the procurement reference number; **MRA/ICT/80 KVA UPS/04/2026/002** 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 bids and is not bound to accept the lowest or any bidder.