



INVITATION FOR PRE-QUALIFICATION OF SUPPLIERS FOR 2026 TO 2027

Circle for Integrated Community Development (CICOD) is a local Non-governmental and non-profit making organization that was founded in 2002 and registered in 2004 under the Trustees Incorporation Act. CICOD exists to empower the poor, vulnerable and marginalized communities to improve livelihood security, education, water and sanitation and environmental management through advocating for enabling policies, service delivery, capacity building and community organization initiatives using rights based programming in an integrated manner. CICOD is currently working in partnership with several cooperating partners, stakeholders and communities both in Malawi and abroad.

CICOD is therefore invites sealed applications from eligible suppliers to express interest in the supply and delivery of goods & provision of services for the 1st August 2026 to 30th July 2027.

CATEGORY 1: SUPPLY OF GOODS

CATEGORY	DESCRIPTION OF SUPPLY/GOODS	SUPPLIER LOCATION
1. ICT, EQUIPMENT, SOFTWARE AND SERVICE	a. Supply of ICT equipment	National
	b. Supply of mobile device	
	c. Maintenance and repair of IT equipment's	
	d. Networking services	
	e. Systems and solution	
2. HARDWARE MATERIALS	a. Plumbing materials	National
	b. Electrical materials	
	c. Paints and accessories	
	d. Building tools and equipment	
3. SUPPLY OF MOTOR VEHICLE & MOTORCYCLE AND ACCESSORIES	a. Supply of motor vehicle	National
	b. Supply of motor cycles	
	c. Supply of bicycles	
	d. Supply of parts and accessories i.e. Tyres, batteries, tubes, protective gears etc.	
4. SUPPLY OF MOTOR VEHICLE & MOTORCYCLE MAINTENANCE SERVICE AND ACCESSORIES	a. Service and repairs	National
	b. Panel beating and spray painting	
	c. Supply of spares and accessories i.e. Tyres, batteries National	
5. MEDIA & PROMOTION	a. Communication and promotional materials supply i.e. IEC, T-shirts, Golf shirts, banners, flyers, signposts etc.	National
	b. Media production (jingles and documentaries)	
	c. Printing and publishing services	
	d. Advertising services	
6. SUPPLIERS OF ROOTS AND TUBERS SEEDLINGS	a. Sweet potato vines	National
	b. Cassava cuttings	
	c. Banana suckers	
	d. Fruit tree seedlings	
	e. Local tree seedlings	
7. LIVESTOCK SUPPLIERS	a. Suppliers of goats	National
	b. Suppliers of local and hybrid chicken	
	c. Suppliers of livestock drugs	
8. OFFICE FURNITURE AND FITTING	a. Office furniture and furniture	National
9. OFFICE CONSUMABLES	a. Stationery	National
	b. Toners	
10. PROVISION OF SECURITY AND ALARM SERVICES	a. Security and alarms services	National
11. PROVISION OF CLEANING SERVICES	b. Cleaning services	National
12. PROVISION OF INSURANCE SERVICES	a. Insurance Services	National
13. SUPPLY OF FARM INPUTS	a. Supply of wide variety certified seeds	National
	b. Supply of wide variety basic seeds	
	c. Supply of chemicals and fertilizers	
	d. Nursery supplies – tree seedlings, pots trays, propagation materials	
14. BEEKEEPING	a. Supply of bee keeping equipment and materials	National

15. PROVISION OF TRANSPORT SERVICES	a. Car hire services	National
	b. Taxi services	
	c. Removal	
	d. Haulage	
	e. Travel agency	
16. SUPPLY OF IRRIGATION MATERIALS	a. Drip irrigation system systems and components	National
	b. Supply of pumps and pumping systems	
	c. Supply and installation of green houses	
17. SUPPLIERS OF SOLAR EQUIPMENT AND ACCESSORIES	a. Solar systems	National
	b. Solar water pumps and pumping systems	
	c. Solar installation and maintenance	
	d. Solar accessories	
18. SUPPLIERS OF VALUE ADDITION MACHINES ANDEQUIPMENT	a. Grain sheller	National
	b. Groundnut sheller	
	c. Peanut butter making machine	
	d. Feed making machine	
19. SUPPLY OF EMERGENCY KIT	a. Emergency food and water supplies (e.g. nonperishable food, water purification tablets)	National
	b. Shelter and temporary accommodation solutions (e.g. tents, blankets)	
	c. Dignity kits	
	d. WASH materials	
20. CONSTRUCTION SERVICES	a. Borehole drilling & construction	National
	b. Designing and Construction of Irrigational systems	
	c. General Construction	
	d. Refurbishment and maintenance works	
	e. Electrical installations	
	f. Plumbing works	
	g. Carpentry and joinery	
	h. Welding and fabrication	
	i. Painting works	
21. SUPPLIERS OF BRICKS AND BLOCKS	a. Cement blocks (e.g. solid, hollow, insulated)	National
	b. Concrete blocks	
	c. Soil stabilizing block	
22. PROVISION OF COURIER SERVICES	a. International courier services	National
	b. Domestic courier services	
23. PROVISION OF CONFERENCE FACILITY	a. Venue hire	National
	b. Catering services	
	c. Accommodation and lodging services	
	d. PA system	
24. PROVISION OF CONSULTANCY SERVICES (NON GOODS)	a. Individual consultants in all fields	National
25. PROVISION OF AUDIT SERVICES	a. Financial Audit Service	National
	b. Internal Audit Service	

Applicants should include Company Profile, VAT registration certificates with MRA, company's registration certificate, Provision of warranty on required goods, working experience with letters of reference from other companies and the physical addresses.

Closing Date for receiving applications is **Friday 12th June, 2026.**

Suppliers in the following districts are encouraged to apply: Phalombe, Chikwawa, Mchinji, Kasungu, Dowa and Ntchisi.

Applications should be submitted to:

THE CHAIRMAN
Procurement Committee
Circle for Integrated Community Development (CICOD)
P.O. Box 20355
Lilongwe 2

Email: cicodmalawi2004@gmail.com

Or can be hand delivered at CICOD offices in Area 49, New Shire Behind Livingstonia CCAP Church.