



Trusted Partner in Healthcare

INVITATION FOR EXPRESSION OF INTEREST (EOI) PROVISION OF LEGAL SERVICES FOR THE ENTIRE OPERATIONS OF CENTRAL MEDICAL STORES TRUST (CMST)

Procurement Reference No.: CMST/NCB/LCS/026/001504

Date of Issue: 23 June 2026.

1. **Central Medical Stores Trust** has budgeted financial resources towards the cost of implementing various programs, and it intends to apply part of the funds to payments under the Contract for **Provision of Legal Services by a reputable legal firm.**
2. The Chairperson, Internal Procurement and Disposal of Assets Committee, Central Medical Stores Trust, now invites sealed Expressions of Interest from eligible and qualified consulting firms for the **Consultancy to undertake Legal Services. The successful consultant will be contracted on an annual basis, renewable for a maximum of three years, subject to satisfactory performance in the preceding year.**
3. **OBJECTIVE OF THE ASSIGNMENT**
The objective of the assignment is to recruit a consulting firm to provide legal services to the entire Central Medical Stores Trust, including Regional Medical Stores (RMS) Centre in Lilongwe, South in Blantyre and North in Mzuzu.
4. The **Scope of the assignment** will cover the following:
 - 4.1 Carrying out an independent legal assessment of the effectiveness of the mandate, policies, procedures and standards in CMST for the financial, physical and information resource management and reporting on the same.
 - 4.2 Providing regulatory advice in the areas of procurement, warehousing and distribution of medicines and medical supplies.
 - 4.3 Guiding employee relations, all labour law and other topics that may require legal guidance, ensuring that the CMST is compliant with the law.
 - 4.4 Review legal contracts such as Lease Agreements, Service Contracts and provide guidance as requested from time to time.
 - 4.5 Litigate on behalf of CMST.
 - 4.6 Provide miscellaneous legal counsel as needed.
5. **Interested legal firms' composition and qualifications**
 - 5.1 The team leader should have at least ten (10) years of relevant hands-on legal experience in Sub-Saharan Africa.
 - 5.2 The team leader should possess a minimum qualification of a Bachelor's Degree in Law; a Master's in Law will be an added advantage.
 - 5.3 A proposed team of legal experts with hands-on experience in the legal assignment in the Sub-Saharan African region should possess minimum qualifications of a Bachelor's Degree in Law plus should be members of professional bodies in the legal field, with at least 5 years of experience in legal matters.
 - 5.4 The team leader and the proposed advocates should be members of a professional body in the legal field and should be allowed to practice law in Malawi and be able to represent the Trust in a court of law.
 - 5.5 Proof of valid practising certificates for the proposed advocates.
 - 5.6 The team leader and the proposed advocates should provide a record of attendance and a summary of two (2) complex matters attended to under the identified areas of service in the last three (3) years.
 - 5.7 The consultant should be a firm with a good track record, duly incorporated under the Laws of Malawi.
 - 5.8 The consulting firm should provide proof that they have been in existence for a period of at least 3 years prior to the closing date.
 - 5.4 Valid registration with relevant professional associations or bodies, i.e., the Malawi Law Commission, is a MUST.
 - 5.5 The firm must be accredited by the Malawi Law Commission.
6. **Evaluation of submitted Expression of Interest:**
 - 6.1 Central Medical Stores Trust will evaluate the Expression of Interest on a pass-or-fail basis, and up to six (6) qualified legal consultancy firms shall be shortlisted to submit both **Technical and Financial proposals.**
 - 6.2 A legal Consultancy Firm will be selected in accordance with the procedures set out in the Malawi Public Procurement and Disposal of Assets Act 2025.
7. **Call for Expression of Interest:** Central Medical Stores Trust now invites Expressions of Interest from eligible Consultancy Firms to undertake legal assignments. The CMST will sign a contract for the first year, i.e. for the year ending March, 2027, with a successful consultancy firm, which will be reviewed at the end of the assignment. Contract extensions to the second year will be subject to satisfactory performance in the preceding year.
8. Interested firms are therefore advised to submit their Expression of Interest by **13th July, 2026 at 10:00 hours** local Malawi time. The EOI should be deposited in the Tender Box located at the reception, Ground Floor at Central Medical Stores Trust Headquarters, Mzimba Drive, and opposite Kamuzu College of Nursing in Lilongwe, Malawi, in sealed envelopes addressed as below.

Signed
The Chairperson
Internal Procurement and Disposal Committee (IPDC)
Central Medical Stores Trust
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Opposite Kamuzu University of Health Sciences (Kuhes) Campus,
Private Bag 55,
Lilongwe
MALAWI