MALAWI COMMUNICATIONS REGULATORY AUTHORITY

INVITATION FOR BIDS (IFB)

DESIGN, SUPPLY, INSTALLATION AND COMMISSIONING OF A RADIO/TV BROADCASTING CONTENT MONITORING SYSTEM FOR MACRA

PROCUREMENT REFERENCE #: MACRA/IPDC/BROAD-CONT/2020/02/04

1. The Malawi Communications Regulatory Authority (MACRA) set aside funds to be used for the designing, supply, installation and commissioning of a Radio/TV Broadcasting Content Monitoring System.

2. The Chairperson, Internal Procurement and Disposal Committee (IPDC), now invites sealed bids from eligible bidders for the design, supply, installation and commissioning of a Radio/TV Broadcasting Content Monitoring System as highlighted below:

<table>
<thead>
<tr>
<th>System Description</th>
<th>Quantity</th>
<th>Procurement Method</th>
<th>Delivery Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Design, Supply, Install and Commission a Radio/TV Broadcasting Content Monitoring System</td>
<td>1</td>
<td>International Competitive Bidding (ICB)</td>
<td>20 Weeks</td>
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</tbody>
</table>
3. Bidding shall be administered in accordance with the National Competitive Bidding (NCB) procedures as specified in the Public Procurement and Disposal of Public Assets Act, 2017 and its subsidiary legislation.

4. Interested eligible bidders may obtain further information and inspect bidding documents from MACRA’s Procurement Department at the address given in paragraph 7(i) below from 08:00 – 12:00 hours, 13:00 to 16:00 local time (Monday to Friday) except national public holidays.

5. A complete set of Bidding Documents in English language may be obtained by interested bidders at 7(ii) upon payment of a non-refundable fee of $100.00 or its equivalent in Malawi Kwacha. The method of payment shall be cash or Bank Certified cheque. The documents may be obtained in person by the prospective bidders.

6. Sealed bids must be submitted to the address at 7(iii) below at or before 15:00 hours on Tuesday 7th April, 2020. Late bids shall be rejected and returned to the bidder unopened.

7. The address for inspection, purchase, submission and opening of bidding documents:

   i) **Inspection and Purchase of Bidding Documents**
      Malawi Communications Regulatory Authority (MACRA)
      MACRA House
      Ginnery Corner
      Salmin Amour Road
      P/Bag 261
      Blantyre

      **Attention: Head of Procurement & Supply Chain**
      Tel:   +265 1 810 497
      Fax:   +265 1 812 890
ii) Submission of Tender Documents
THE CHAIRPERSON
Internal Procurement and Disposal Committee (IPDC)
Malawi Communications Regulatory Authority (MACRA)
MACRA House
Ginnery Corner
Salmin Amour Road
P/Bag 261
BLANTYRE

iii) Opening of Tender Documents
Malawi Communications Regulatory Authority (MACRA)
MACRA House
Boardroom Hall
Salmin Amour Road
P/Bag 261
BLANTYRE

8. It is the responsibility of each bidder to ensure that the bids submitted are in accordance with the ‘Instructions to Bidders’ contained in the tender documents, as non-compliance to the instructions will lead to disqualification and rejection of the tender.

9. Bids shall be valid for a period of **120 days** after tender opening. This procurement subject is fully funded by MACRA and does not attract any payment or part thereof in any foreign currency.

10. Opening of Bids shall commence at **10:00 hours on Tuesday, 7th April, 2020** in MACRA’s corporate boardroom, where interested bidders, their representatives and the general public are welcome to attend.
MACRA is not in any way bound to accept the lowest or any bid but reserves the right to exercise choice of lowest evaluated, substantially responsive bid and where necessary can cancel the procurement proceedings at any stage.