NATIONAL AIDS COMMISSION

REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF 2 UNITS OF STANDARD 20 FOOT STEEL SHIPPING CONTAINERS
PROCUREMENT REFERENCE NUMBER: NAC/1920/ADM/RFQ/GO/04

The National AIDS Commission (NAC), on behalf of the Government of Malawi, has budgeted funds from its 2019-2020 Annual Budget to be used in implementing the National Response to the HIV and AIDS pandemic, and is applying part of the proceeds to cover eligible payments for the supply and delivery of 2 units of standard 20 foot steel shipping containers to be used for storage.

The Procuring Entity named above invites firms or individuals to submit quotations for the supply and delivery of 2 units of standard 20 foot steel shipping containers. Any resulting order shall be subject to the Government of Malawi General Conditions of Contract for Local Purchase Orders (available on request) except where modified by this Request for Quotations.

Conditions of this RFQ:

1. Supply and delivery of 2 units of standard 20 foot steel shipping containers to be delivered to National AIDS Commission Secretariat located at CP Properties House, Plot No. 47/1/1185, Off Lilongwe/Mchinji Road, Behind Automotive Products Ltd, Lilongwe.
2. Quotation prices in Malawi Kwacha should be based on:
   i. for goods supplied from within Malawi; EXW – insured and delivered to **National AIDS Commission at CP Properties House, Plot No. 47/1/1185, Off Lilongwe/ Mchinji Road, Behind Automotive Products Ltd, Lilongwe..**
   ii. **Or** for goods supplied from outside of Malawi; CIP to **National AIDS Commission at CP Properties House, Plot No. 47/1/1185, Off Lilongwe/ Mchinji Road, Behind Automotive Products Ltd, Lilongwe.**
3. Quotations must be valid for acceptance for **30 days** from the date of receipt given below.
4. The delivery period required is **two weeks (14 days)** from date of order.
5. Delivery of goods: **The goods must be delivered to National AIDS Commission Secretariat located at CP Properties House, Plot No. 47/1/1185, Off Lilongwe/Mchinji Road, Behind Automotive Products Ltd, Lilongwe.**
6. Payment terms: **100%** of the contract amount shall be made in Malawi Kwacha within **30 days** from the date of the invoice and after official receipt & acceptance of the goods.
7. Inspection: **Please provide the contact telephone number, contact person, number of containers available, physical address of place where the containers can be inspected.**
8. Local Purchase Order (LPO) or a Contract will be placed with the bidder who offers the lowest price quotation which complies with both the Technical Specifications (TS) and the terms and conditions of this Request for Quotations (RFQ).
9. For further information and clarifications, please contact the undersigned on telephone no. **01 762036 or 01 762039**
10. Please provide the Quotation **(transport & local tax inclusive)** on your **official signed and dated Proforma Invoice** and include any necessary attachments if required making sure that all the information required in these conditions of the RFQ and the Technical Specifications is provided.
11. Sealed quotations clearly labeled **"Quotations for the supply and delivery of 2 units of standard 20 foot steel shipping containers to NAC"** must be deposited in the tender box located at the reception area of the National AIDS Commission Offices at the address indicated below at or before **16:00hrs local time on Friday, 29th May 2020.** Late quotations shall be rejected.
12. Additional information: **Refer to the Technical Specifications below.**

Item No	Description of Goods (Attach detailed specification if necessary)	Unit of Measure	Qty
1	1. Standard 20 foot steel shipping container. 2. Water proof. 3. With both doors. 4. Door locking mechanism and seals in good working condition.	Each	2

13. Please take note that information requested in **Clauses 1 to 11** of this **RFQ** and the additional information requested in the **Technical Specifications** as referred to in **clause 12** must be explicitly provided or confirmed by the bidder as it forms part of the evaluation criteria. Bidders should therefore ensure that they respond to **all** clauses as failure to respond to any of the review criteria will lead to disqualification of your bid.
14. The address for the submission of the quotations is

The IPDC Chairperson
National AIDS Commission (NAC)
CP Properties House, On Plot No. 47/1/1185
Off Lilongwe/Mchinji Road, Behind Automotive Products Ltd
P.O Box 30622
Lilongwe 3
Attention: Procurement Officer
Telephone: +265 (0) 1762036/1762039
Fax: +265 (0) 1761008
Email: procurement@aidsmalawi.org.mw
Website: www.aidsmalawi.org.mw